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MONTANA STATE COMPREHENSIVE MANPOWER PLAN FISCAL YEAR 1975



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APPLICATION FOR FEDERAL ASSISTANCE (NONCONSTRUCTION PROGRAMS)		1. State Clearinghouse Identifier	
		2. Applicant's Application No. 30-5-047-10	
3. Federal Grantor Agency <u>U.S. Department of Labor</u> Organizational Unit <u>Manpower Administration</u> Administrative Office <u>1961 Stout Street</u> Street Address - P.O. Box <u>Denver, Colorado 80202</u> City State Zip Code		4. Applicant Name <u>State of Montana</u> <u>Office of the Governor</u> Department Division <u>PO Box 169, Capitol Building</u> Street Address - P.O. Box <u>Helena</u> <u>Lewis & Clark</u> City County <u>Montana</u> <u>59601</u> State Zip Code	
5. Descriptive Name of the Project <u>Title I</u>			
6. Federal Catalog No.		7. Federal Funding Requested <u>\$ 4,008,420</u>	
8. Grantee Type <u>XX</u> State, _____ County, _____ City, _____ Other (Specify)			
9. Type of Application or Request <u>XX</u> New Grant, _____ Continuation, _____ Supplement, _____ Other Changes (Specify)			
10. Type of Assistance <u>XX</u> Grant, _____ Loan, _____ Other (Specify)			
11. Population Directly Benefiting from the Project <u>3190</u>		13. Length of Project <u>Twelve Months</u>	
12. Congressional District <u>a. Statewide</u> b.		14. Beginning Date <u>July 1, 1974</u>	
		15. Date of Application <u>June 7, 1974</u>	
16. The applicant certifies that to the best of his knowledge and belief the data in this application are true and correct, and that he will comply with the attached assurances if he receives the grant.			
Typed name <u>DAVID E. FULLER</u>		Title <u>Executive Director</u>	
Signature of Authorized Representative <u>David E. Fuller</u>		Telephone Number	
		AREA CODE <u>406</u>	NUMBER <u>449-2787</u>
		EST.	
For Federal Use Only			

PROJECT APPROVAL INFORMATION

Item 1.

Does this assistance request require State, local, regional, or other priority rating?

Yes ☒ No

Name of Governing Body

Priority Rating

Item 2.

Does this assistance request require State, or local advisory, educational or health clearances?

Yes ☒ No

Name of Agency or Board

Montana Manpower

Planning Advisory Council

Minutes of May 29, 1974

(Attach Documentation) meeting

Item 3.

Does this assistance request require clearinghouse review in accordance with GMB Circular A-93?

Yes ☒ No

Copy has been sent to clearinghouse in accordance with sec. 96.13 (a)(3) and Sec. 96.13 (b)(2) of CETA Regulations

Item 4.

Does this assistance request require State, local, regional or other planning approval?

Yes ☒ No

Name of Approving Agency

Date

Item 5.

Is the proposed project covered by an approved comprehensive plan?

Yes ☒ No

Check one: State

☐

Local

☐

Regional

☐

Location of Plan

Governor's Office

Manpower Planning Advisory Council Office

Item 6.

Will the assistance requested serve a Federal installation?

Yes ☐ No

Name of Federal Installation

Federal Population benefiting from Project

Item 7.

Will the assistance requested be on Federal land or installation?

Yes ☒ No

Name of Federal Installation

Location of Federal Land

Percent of Project

Item 8.

Will the assistance requested have an impact or effect on the environment?

Yes ☒ No

See instructions for additional information to be provided.

Item 9.

Will the assistance requested cause the displacement of individuals, families, businesses, or farms?

Yes ☒ No

Number of:

Individuals

Families

Businesses

Farms

Item 10.

Is there other related assistance on this project previous, pending, or anticipated?

Yes ☒ No

See instructions for additional information to be provided.

MONTANA MANPOWER PLANNING ADVISORY COUNCIL

MEETING MINUTES

May 29, 1974

Vice-Chairman Fred Barrett called the meeting to order at 2:30 p.m.

John Allen moved the minutes of the previous meeting be approved as mailed out. The motion was seconded and passed unanimously.

Dave Fuller introduced Bob McCarthy, a junior at Carroll College, who will be an intern in the Manpower Planning office until December.

The major item on the agenda was the presentation of the proposed grant application for the Council's approval. Dave Fuller explained that today a final determination would be made on how manpower money would be spent in the coming fiscal year. Dave stressed that the target allocation figures that would be presented are not absolute figures, and are subject to change at any time. The proposal that will be approved today will go to the Governor for his acceptance, and then to Denver.

The Council looked at the first three sections of CETA. These three sections include Title I, Title II, and Title III.

Bruce DeRosier explained that Title III is the Summer Youth Program. He pointed out several differences between the new Title III program and the old program. These differences include; 1) the age limit has been broadened, 2) work hours are more flexible, 3) no slot limitations, 4) there will be a full proportional fifty-six county breakout, and 5) the sub-grantee of the program will be the Human Resources Division, who will sub-contract to the program operators.

In planning for the coming year, the same program operators were used, but the boundaries which they served were changed to direct them toward the Governor's twelve multi-county planning districts.

Dave Fuller added that pending legislation in Congress could mean more funding for the Summer Youth Program.

Title II is the new Public Service Employment Program, replacing EEA-PEP. Counties must have a 6.5% unemployment rate for three consecutive months to be eligible for Title II monies. The months to be used are to be determined by the Secretary of Labor. Fred Barrett explained that five counties in Montana are presently eligible for Title II monies.

The Employment Security Division will be the program operator for Title II monies for the state, except for units of local government with populations over 50,000.

Title I of CETA replaces most of the categorical programs previously funded under WDTA and EOA. Allowances to trainees are based on the new minimum wage levels.

The allocation distribution for the various components of Title I activity were presented as follows:

FISCAL YEAR 1975 - CETA

<u>Program Components</u>	<u>Funding Level</u>
Institutional Training	1,342,343
On-the-Job Training	883,000
Public Service Employment	400,000
Youth Work Experience In-School	358,077
Youth Work Experience Summer	900,000
Public Service Careers	125,000

Dave Fuller and Bruce DeRosier then presented the allocation of the "Special Grants to Governors". These grants include money which will go to State Vo-Education, the Manpower Services Council and for statewide planning and manpower services. The breakout was tentative, since these figures have not been finalized, but were presented as follows:

Vo-Ed 5% Grant - 250,000

Service Council 1% Grant - 40,000

State Planning and Services 4% Grant - 200,000

The Manpower Planning staff has received many requests from people who want to have special programs funded. Any requests that were from the local level, first were screened by the appropriate Area Manpower Planning Board before coming to the Manpower Planning Council. The Area Boards made recommendations and then sent the requests on to the Manpower staff and, subsequently the CETA Task Force which made recommendations for the Manpower Planning Council.

Dave Fuller explained what action was taken on the first seven requests for funding. Out of the seven requests, the Manpower Task Force recommended that two of them be studied further.

Tom Ryan moved that the recommendations of the Manpower Task Force concerning the seven requests be accepted by the Manpower Planning Council. John Allen seconded the motion. It carried unanimously.

Carl Gladue expressed to the Council the wish of the Montana United Indian Association to be made a sponsor for the Indian organizations within the state. MUIA feels that the Indians are not being represented well in the Ancillary Manpower Boards. The Manpower Council assured Mr. Gladue that MUIA is an eligible sponsor. The Council recognizes that Indians have special problems, and they recommended to Mr. Gladue that the Montana United Indian Association present a proposal expressing their wishes. They also said that steps would be taken to ensure that Indian projects will be reviewed by the full Manpower Planning Council, not only the Ancillary Manpower Planning Boards. The Manpower Planning staff also offered assistance to the MUIA in writing the proposal.

Fred Barrett asked for action on the total grant application presentation. Dan Wizner moved that the grant application as presented be accepted by the Council, and that it be given to the Governor. The motion was seconded and carried unanimously.

There being no further business, the meeting was adjourned at 4:45 p.m. The date of the next meeting will be announced at a later date.

ADDENDUM

MONTANA MANPOWER PLANNING ADVISORY COUNCIL

MEETING MINUTES

May 29, 1974

Subsequent to the last State Council meeting the agreement between the Concentrated Employment Program Prime Sponsor and the State Prime Sponsor was changed. Due to the press of time for completion of the plan the new agreement was developed with the Governor's approval. This change in the agreement also resulted in changes in funding allocations for program components. These changes are reflected below.

FISCAL YEAR 1975 - CETA

<u>Program Components</u>	<u>Funding Level</u>
Institutional Training	1,342,420
On-The-Job Training	683,000
Public Service Employment (Title I Type)	318,000
Youth Work Experience (In-School)	358,000
Youth Work Experience (Summer 1975)	900,000
Public Service Careers	125,000
CEP* (OJT & Institutional)	282,00

* The direct CEP allocation was achieved by taking \$82,000 from the original PSE component and \$200,000 from the original OJT component.

II. COMPREHENSIVE MANPOWER PLAN

A. Program Narrative Description

1. General Requirements

a. Objectives and need for this assistance

(1) The manpower policy of the State of Montana demands equal employment opportunity for all citizens. Attempts will be made to create new jobs, to train people for these and existing jobs, and to guarantee all citizens the right to achieve a reasonable standard of living. Montana recognizes the importance of individual differences. Consequently, every effort will be made to create satisfying work situations, which make the best use of individual abilities.

(2) Analysis of Needs:

(a) The most significant long range development in Montana's economy has been the diversification of the economic base. This diversification has expanded the economic base from two main industries, agriculture and mining, to four industries, now including tourism and lumber. This expansion has been extremely important to the growth of the state's economy. Employment decreases in mining and agriculture have been partially offset by the growth of employment in lumber and tourism industries. This, combined with the overall shift in total employment from "primary" to "derivative" industries, has allowed an increase in total employment. The growth of derivative industries, wholesale and retail stores for example, has helped Montana's economy to stabilize. Hopefully, the traditional cyclic "boom and bust" periods are gone, and Montana can look forward to steady, if slow, economic growth.

The development and expansion of logging and related industries has been the saviour of Montana's economy since 1950. Unfortunately, logging, as separate from wood products manufacturing, is seasonal and causes periods of high unemployment in western Montana. Wood products manufacturing is a more stable industry. However, at least one major planned expansion of wood products industry is being seriously threatened by

environmental concerns. Overall, the industry's output and employment levels are expected to continue at least slow expansion through 1980.

Agriculture is important to the economy throughout Montana. In the western and southern portions of the state, the production of livestock is emphasized while grain crops are generally predominant in the northern and eastern portions of the state. The industry's demand for hired help seems to have held about steady over the last fifteen years. However, total employment in agriculture has declined because the number of "family" workers, or owners, has declined. Agriculture will continue to be Montana's largest industry and output will probably continue to increase. Thus, the industry's effect on the economy will remain strong, but there is very little chance of expanded employment opportunities in agriculture.

Employment has decreased both in the metal mining and the metal manufacturing industry. The industries pay respectable wages but the number of employed miners seems to fall in proportion to the amount of benefits workers gain. Fortunately, there has been an increase in demand for miners of coal and other non-metallic materials. With the support of continued national demand for coal, Montanans can expect mining employment to stabilize and perhaps, increase slightly.

In recent years, tourism has been one of the fastest growing industries in Montana. This growth presents employment opportunities for individuals without seriously threatening the environmental quality of the state. Consequently, Montana will continue to encourage the industry's development. However, the growth could present manpower problems because the industry's wages are comparatively low and the work is sometimes available only on a seasonal basis. This situation is further complicated by the fact that many employers hire only part-time help. Thus the worker not only receives low wages, but misses other fringe benefits.

When training is provided for occupations in this industry, these problems will be closely monitored to guarantee clients attain steady employment and reasonable compensation.

In summary, Montanan's can probably look forward to slow, but hopefully steady, growth in their state's economy. Unfortunately, the growth in employment opportunities will probably not be enough to match the expected growth in the work force. Also, much of Montana's economic future may depend on outside forces, particularly the energy crisis. The availability of energy will have definite effects on both mining and tourism industries. Environmental questions continue to rise, but it seems inevitable that increasing amounts of coal will be extracted. Tourism, on the other hand, may be drastically cut back if people believe there is a shortage of gasoline. The Arab boycott has ended, and this may greatly alleviate the problem, but at this time, accurate predictions are especially difficult to make.

Evaluating changes in income within a state provides an opportunity to compare the strength of that state's economy with other. To evaluate effectively the differences and probabilities of growth within an economy, income growth should be considered over a reasonably long period of time. Consequently, most of the graphs included in this section reflect income growth over at least a twenty year span.

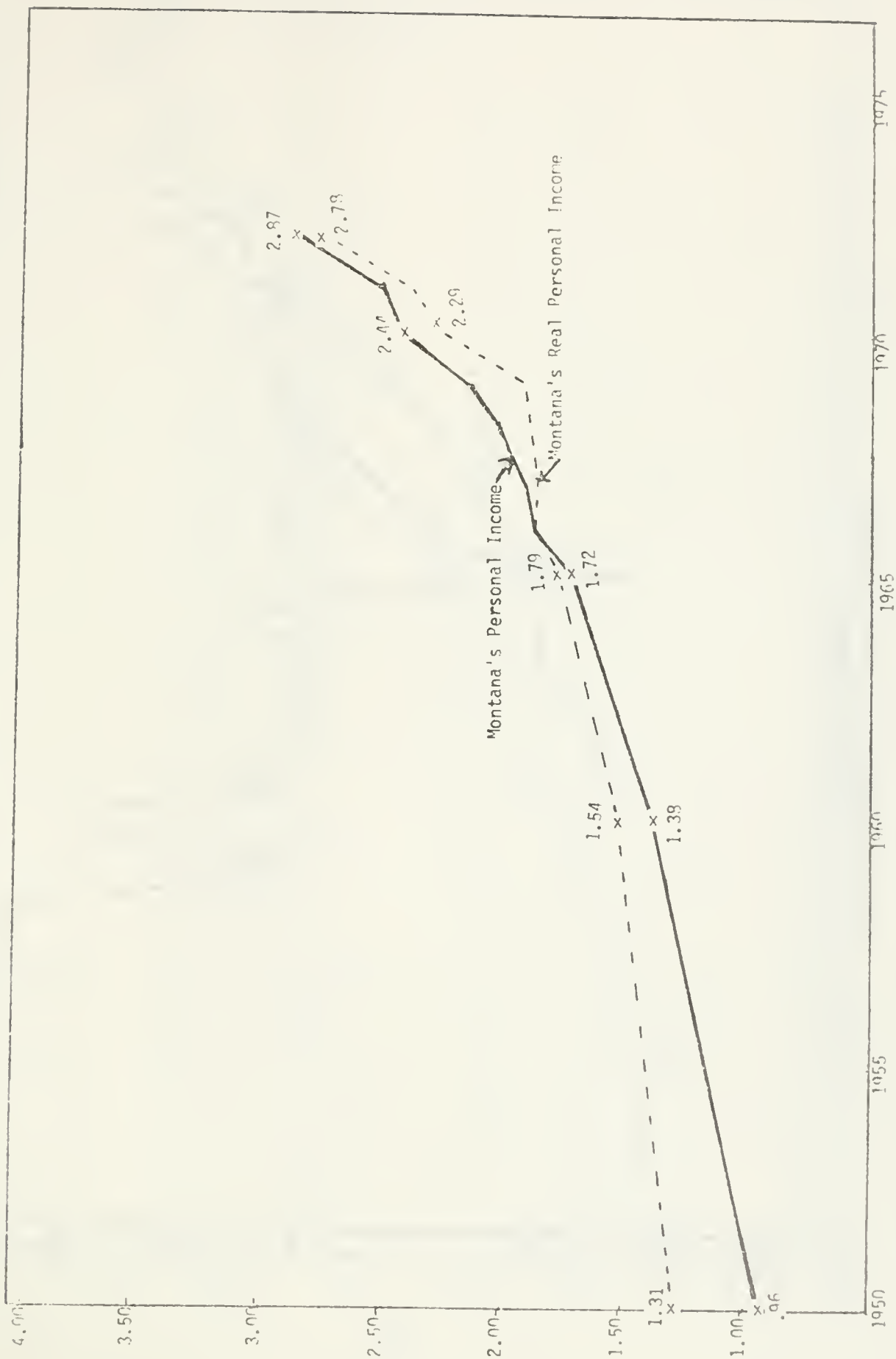
The graphs reflect income growth according to three definitions and usually compare Montana's growth to the entire United States. In some cases, income growth is also compared with other states in the region in hopes of placing the figures in better perspective. The three definitions for evaluating income growth include, personal income, real personal income, and per capita income.

Personal income can be defined as the total of all income to all Montanans in a given year. It is figured in current dollar value. Real personal income is defined as the dollar value of Montana's personal income in some constant terms. The constant, of the Personal Income Versus Real Income graph, is the purchase value of a dollar in 1967. By graphing personal income with real personal income the amount of a Montana citizen's income growth can be compared to the amount of growth in their ability to purchase. When the plotting of Montana's percentage of total United States' income is added, we can compare Montana's income growth to that of the nation. The first graph shows

Montana's personal income is growing. However, Montana's purchasing ability is not growing equally and until last year, Montana steadily received a smaller percentage of the national income. During this last year, Montana's real personal income gained somewhat but still grew at a slower rate than the national average. The third definition of income is per capita income. This is simply the state's personal income (figured in the current dollar value) divided by the total population. The graph, Montana Versus United States Per Capita Income, shows that in 1950 Montana's per capita income was above average, but that it has been rising more slowly than the national average per capita income ever since. The Bureau of Business and Economic Research has, in the past, pointed out that Montana's per capita income will continue to grow mainly because of continually slower growth in population, not because of continually increasing growth in personal income. The Bureau also claims that Montana's recent surge in personal income growth resulted primarily from a boom year, with regard to agricultural prices, in 1973.

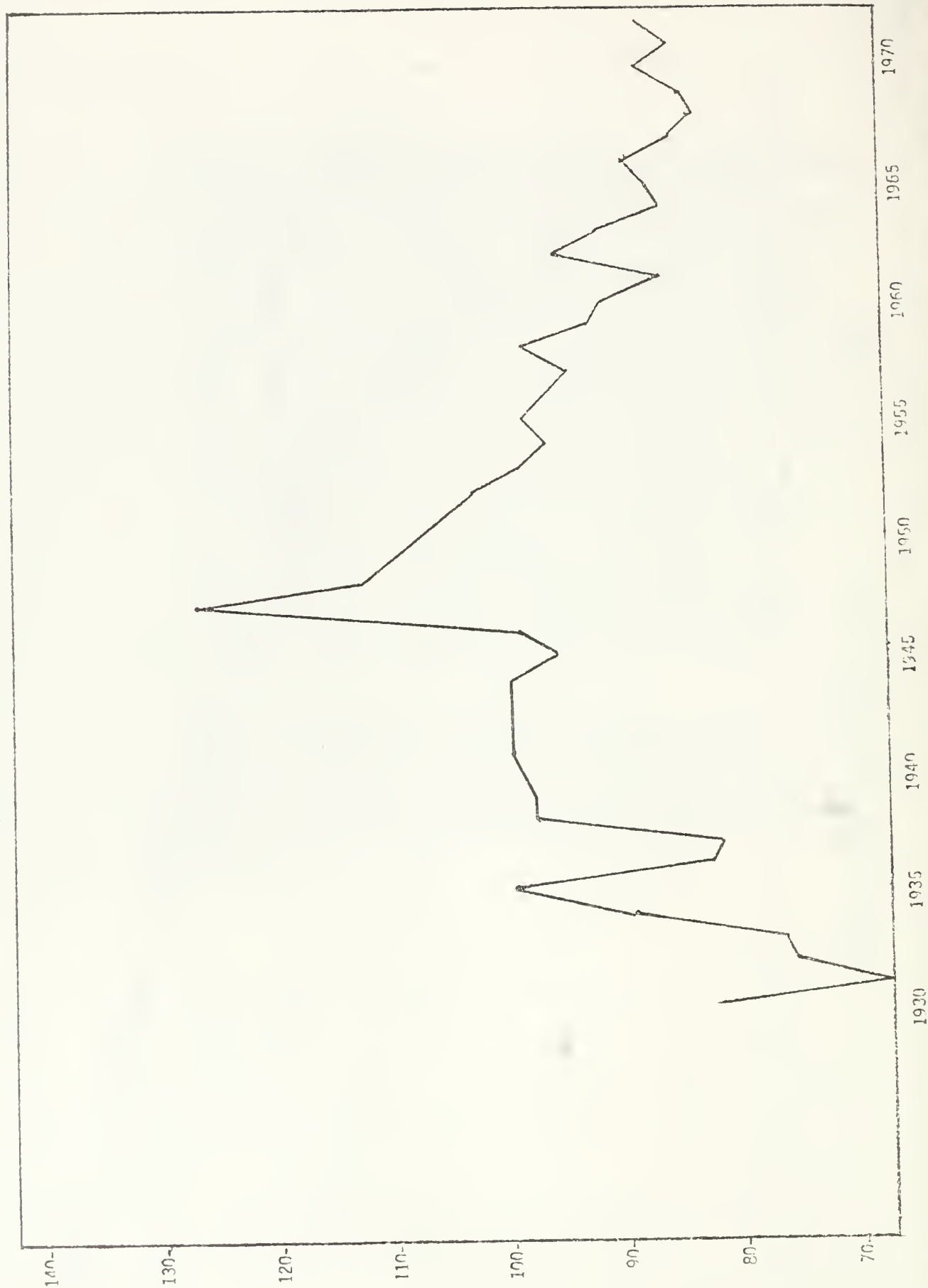
All of this information substantiates that, although Montana's economy is growing, this sluggish growth is not enough to maintain our present standard of living. It does not point out the tremendous impact of the nation's recent high inflation rate on the buying power of the average worker.

PERSONAL INCOME VERSUS REAL INCOME (in billion dollars)

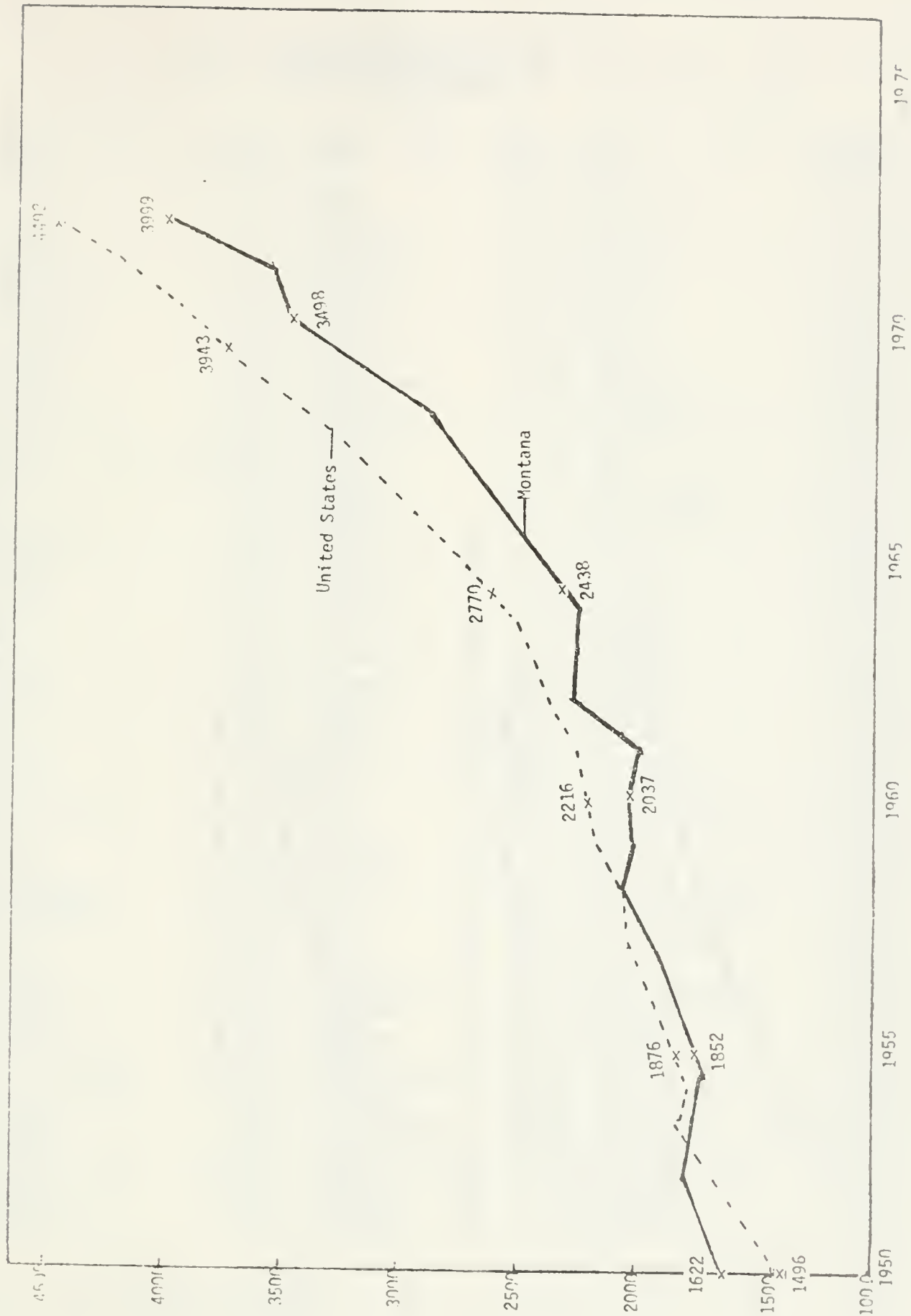


SOURCE: Survey of Current Business

MONTANA AS PERCENTAGE OF UNITED STATES
PER CAPITA INCOME

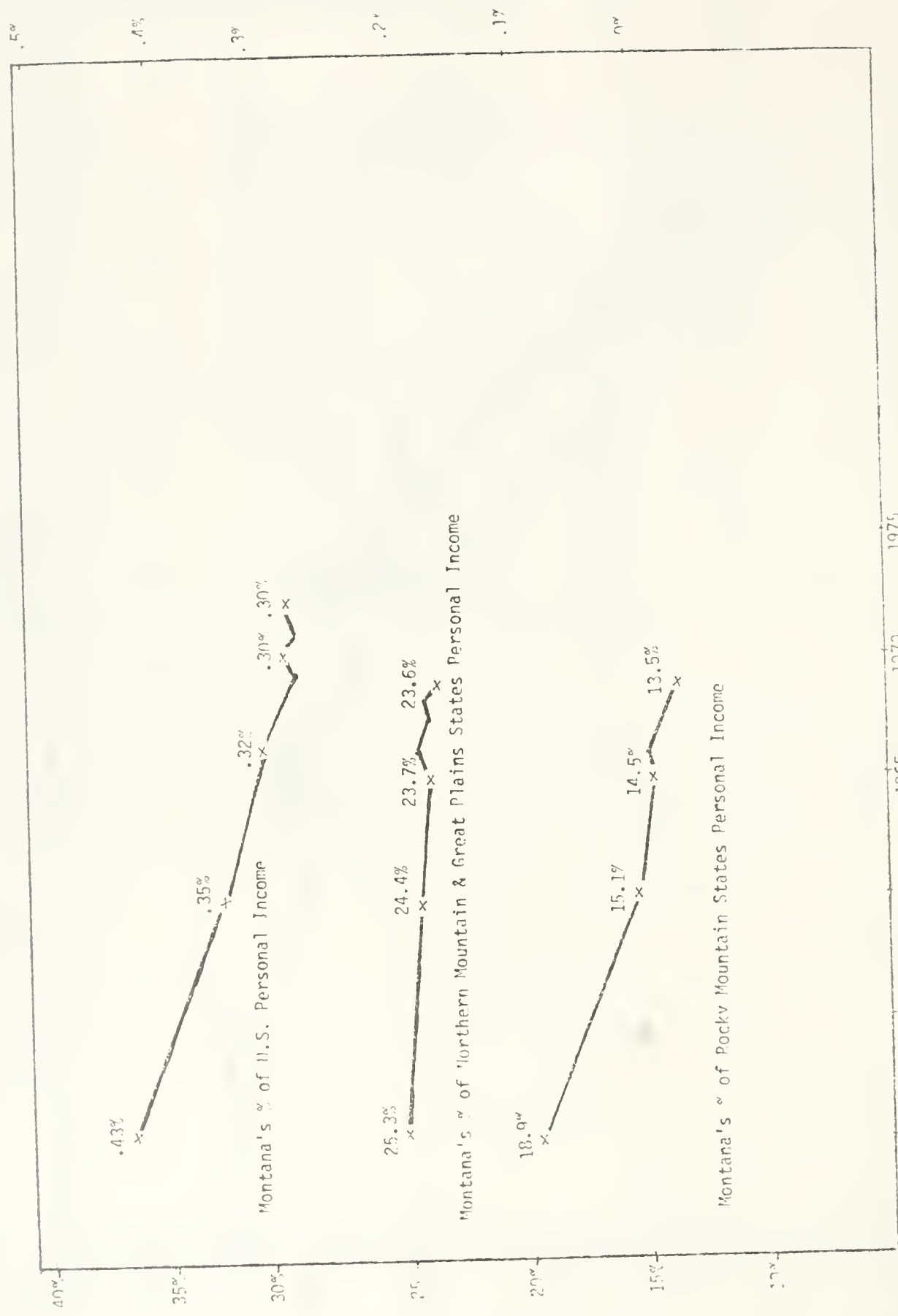


MONTANA VERSUS UNITED STATES PER CAPITA INCOME



SOURCE: Survey of Current Business

MONTANA'S PERSONAL INCOME COMPARED WITH UNITED STATES & REGIONS



Northern Mountain/ Great Plains States includes: Montana, Idaho, Wyoming, North Dakota, South Dakota
Rocky Mountain States includes: Montana, Idaho, Wyoming, Utah, Colorado

SOURCE: Survey of Current Business

Per Capita Personal Income, by State
Ranked From High to Low
1950, 1960, and 1972

1950		1960		1972	
STATE	INCOME	STATE	INCOME	STATE	INCOME
Alaska	\$2,384	D.C.	\$3,012	D.C.	\$6,265
D.C.	2,221	Alaska	2,876	Connecticut	5,328
Delaware	2,131	Nevada	2,856	New York	5,242
Nevada	2,019	Connecticut	2,807	New Jersey	5,232
Connecticut	1,875	Delaware	2,757	Delaware	5,188
New York	1,873	New York	2,746	Alaska	5,141
California	1,852	California	2,710	Illinois	5,140
New Jersey	1,834	New Jersey	2,708	Nevada	5,078
Illinois	1,825	Hawaii	2,366	Hawaii	5,031
Michigan	1,700	Illinois	2,650	California	4,988
Washington	1,674	Massachusetts	2,459	Maryland	4,882
Wyoming	1,669	Washington	2,349	Michigan	4,881
Massachusetts	1,633	Maryland	2,343	Massachusetts	4,855
MONTANA	1,622	Ohio	2,334	Colorado	4,574
Ohio	1,620	Michigan	2,324	Ohio	4,534
Oregon	1,620	Colorado	2,275	Rhode Island	4,483
Rhode Island	1,606	Wyoming	2,263	Washington	4,472
Maryland	1,602	Pennsylvania	2,242	Pennsylvania	4,465
Pennsylvania	1,541	Oregon	2,235	Kansas	4,455
Indiana	1,512	Rhode Island	2,211	Florida	4,378
Nebraska	1,491	Indiana	2,188	Indiana	4,366
Colorado	1,487	Wisconsin	2,175	Nebraska	4,355
Iowa	1,485	Kansas	2,161	Wyoming	4,330
Wisconsin	1,477	New Hampshire	2,143	Iowa	4,300
Kansas	1,443	Minnesota	2,116	Minnesota	4,298
Hawaii	1,386	Missouri	2,115	Virginia	4,298
Missouri	1,431	Nebraska	2,110	Missouri	4,293
Minnesota	1,410	MONTANA	2,037	Oregon	4,287
Texas	1,349	Arizona	2,032	Arizona	4,263
Arizona	1,331	Iowa	1,986	Wisconsin	4,255
New Hampshire	1,323	Utah	1,968	New Hampshire	4,241
Utah	1,309	Florida	1,950	MONTANA	3,999
Idaho	1,295	Texas	1,925	Texas	3,991
Florida	1,281	New Mexico	1,890	Georgia	3,909
North Dakota	1,263	Oklahoma	1,861	North Carolina	3,799
South Dakota	1,243	Idaho	1,849	Oklahoma	3,795
Virginia	1,228	Maine	1,844	Idaho	3,780
Maine	1,185	Vermont	1,841	North Dakota	3,738
New Mexico	1,177	Virginia	1,841	Utah	3,728
Oklahoma	1,143	South Dakota	1,782	South Dakota	3,699
Vermont	1,121	North Dakota	1,715	Vermont	3,686
Louisiana	1,120	Louisiana	1,655	Tennessee	3,671
West Virginia	1,065	Georgia	1,639	Maine	3,610
North Carolina	1,037	West Virginia	1,594	Kentucky	3,609
Georgia	1,034	Kentucky	1,574	West Virginia	3,594
Tennessee	994	North Carolina	1,561	New Mexico	3,564
Kentucky	981	Tennessee	1,543	Louisiana	3,543
South Carolina	893	Alabama	1,488	South Carolina	3,477
Alabama	880	South Carolina	1,377	Alabama	3,420
Arkansas	825	Arkansas	1,372	Arkansas	3,365
Mississippi	755	Mississippi	1,205	Mississippi	3,137

SOURCE: Survey of Current Business

PERCENTAGE CHANGE IN PER CAPITA PERSONAL INCOME
RANKED FROM HIGH TO LOW
1950-1972

<u>RANK</u>	<u>STATE</u>	<u>PERCENTAGE CHANGE</u>
1	Arkansas	303
2	Mississippi	307
3	Alabama	283
3	South Carolina	289
4	Georgia	275
5	Tennessee	269
6	Kentucky	268
7	North Carolina	266
8	Hawaii	263
9	Virginia	250
10	Florida	242
11	West Virginia	237
12	Oklahoma	232
13	Vermont	229
14	New Hampshire	221
14	Arizona	221
15	Louisiana	216
16	Kansas	209
17	Colorado	208
18	Maryland	205
18	Minnesota	205
19	Maine	204
20	New Mexico	203
21	Missouri	200
22	South Dakota	198
23	Massachusetts	197
24	North Dakota	196
24	Texas	196
25	Idaho	192
25	Nebraska	192
26	Iowa	190
26	Pennsylvania	190
27	Indiana	189
28	Wisconsin	188
29	Michigan	187
30	New Jersey	185
30	Utah	185
31	Connecticut	184
32	Illinois	182
32	District of Columbia	182
33	New York	180
33	Ohio	180
34	Rhode Island	179
35	California	169
36	Washington	167
37	Oregon	165
38	Wyoming	160
39	Nevada	152
40	Montana	147
41	Delaware	143
42	Hawaii	116

SOURCE: Survey of Current Business

PERCENTAGE CHANGE IN PERSONAL INCOME
RANKED FROM HIGH TO LOW
1951-1971

<u>RANK</u>	<u>STATE</u>	<u>PERCENTAGE CHANGE</u>
1	Florida	783
2	Arizona	724
3	Nevada	718
4	Hawaii	481
5	Colorado	447
6	Maryland	425
7	Alaska	419
8	California	416
9	Georgia	416
9	Virginia	403
10	South Carolina	391
11	North Carolina	370
12	New Mexico	368
13	New Hampshire	365
14	Utah	361
15	Tennessee	349
16	Alabama	346
17	Texas	343
18	Louisiana	336
19	Connecticut	335
20	Mississippi	332
21	New Jersey	331
22	Delaware	329
23	Arkansas	323
24	Kentucky	313
25	Michigan	307
26	Vermont	301
27	Minnesota	296
28	Oklahoma	292
29	Indiana	285
29	Washington	285
30	Wisconsin	279
31	Ohio	278
32	Oregon	277
33	Idaho	274
34	Massachusetts	267
35	Kansas	264
36	Illinois	263
37	Missouri	260
38	New York	246
39	Rhode Island	244
40	Maine	242
41	Nebraska	236
42	Pennsylvania	229
43	Iowa	218
44	South Dakota	209
44	Wyoming	209
45	North Dakota	202
46	West Virginia	200
47	Montana	199
48	District of Columbia	162

SOURCE: Survey of Current Business

- (b) Montana's civilian work force totals approximately 307,769. 6.3% or 19,446, of the total work force is unemployed and 3.4% or 10,401, are underemployed. There are approximately 68,300 economically disadvantaged persons in Montana's work force.

The charts on the following pages give further breakdowns of work force data by county and area.

UNIVERSE OF NEED
FOR MANPOWER SERVICES BY COUNTY

AREA	UNIVERSE OF NEED	POOR ¹		NON-POOR ⁴	
		DISADVANTAGED ²	OTHER ³ POOR	NEAR POVERTY ⁵	OTHER NON-POOR ⁶
BLATHEAD	8,483	863	213	3,612	3,795
LAKE	4,600	468	116	1,958	2,058
LINCOLN	3,685	375	92	1,569	1,649
MINERAL	668	68	17	284	299
MISSOULA	9,193	935	231	3,914	4,113
RAVALLI	2,881	293	73	1,226	1,289
RANDERS	1,398	142	35	595	626
II					
BEAVERHEAD	1,348	137	34	574	603
DEER LODGE	2,572	262	64	1,096	1,150
GRANITE	853	87	21	364	381
MADISON	1,039	106	26	442	465
POWELL	915	93	23	390	409
SILVER BOW	8,202	834	207	3,493	3,668
III					
BROADWATER	296	30	8	127	131
GALLATIN	4,799	488	121	2,042	2,148
JEFFERSON	977	99	25	415	438
LEWIS & CLARK	5,929	602	150	2,524	2,653
MEAGHER	481	49	12	204	216
PARK	2,635	268	66	1,122	1,179

- 1. POOR- Those individuals who are below the income guidelines established by OEO.
- 2. DISADVANTAGED- Those who are poor plus either under 22, a school dropout, over 45, handicapped, or minority.
- 3. OTHER POOR- Difference between Poor and Disadvantaged.
- 4. NON-POOR- Those individuals whose income exceeds OEO guidelines. (Total of 5 & 6)
- 5. NEAR POVERTY- Those individuals whose income is 125% above OEO guidelines.
- 6. ALL OTHER NON-POOR- Not in any of the above, but is unemployed and needs the assistance of manpower.

SOURCE: Montana Employment Security Division

AREA	UNIVERSE OF NEED	POOR		NON-POOR	
		DISADVANTAGED	OTHER POOR	NEAR POVERTY	OTHER NON-POOR

IV

BLAINE	1,348	137	34	574	603
CASCADE	11,764	1,197	295	5,012	5,260
CHOTEAU	1,162	118	29	494	521
GLACIER	3,005	306	75	1,277	1,347
HILL	3,129	319	78	1,333	1,399
JUDITH BASIN- <i>V</i>	358	37	8	153	160
LIBERTY	296	30	8	127	131
PONDERA	1,348	137	34	574	603
TETON	1,162	118	29	494	521
TOOLE	1,039	106	26	442	465

V

BIG HORN	2,819	287	70	1,200	1,262
CARBON	1,286	131	32	548	575
FERGUS	1,398	142	35	595	626
GOLDEN VALLEY	173	18	4	74	77
MUSSELSHELL	606	62	15	257	272
PETROLEUM	110	11	3	47	49
STILLWATER	668	68	17	284	299
SWEETGRASS	481	49	12	204	216
TREASURE <i>VI</i>	173	18	4	74	77
WHEATLAND	481	49	12	204	216
YELLOWSTONE	13,608	1,388	336	5,794	6,090

VI

CARTER	296	30	8	127	131
CUSTER	1,534	156	39	652	687
DANIELS	544	56	13	231	244
DAWSON	1,534	156	39	652	687
FALLON	853	87	21	364	381
GARFIELD	296	30	8	127	131
MC CONE	481	49	12	204	216
PHILLIPS	668	68	17	284	299
POWDER RIVER	544	56	13	231	244
PRAIRIE	421	43	10	180	188
RICHLAND	1,348	137	34	574	603
ROOSEVELT	2,572	262	64	1,096	1,150
ROSEBUD	1,534	156	39	652	687
SHERIDAN	1,348	137	34	574	603
VALLEY	2,028	207	50	862	909
WIBAUX	296	30	8	127	131

STATE TOTALS	123,665	12,587	3,099	52,649	55,330
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MONTANA WORK FORCE
APFA SUMMARY

AREA	TOTAL POPULATION	1	CIVILIAN WORK FORCE	2	% OF AREA POPULATION IN WORK FORCE	EMPLOYED	3	UNEMPLOYED	4	WORK FORCE (POOR)	5	% OF CIVILIAN WORK FORCE (POOR)	WORK FORCE (UNIVERSE OF NEED)	6	% OF CIVILIAN WORK FORCE (UNIVERSE OF NEED)	WORK FORCE (POOR + NEAR POVERTY)	7	% OF CIVILIAN WORK FORCE (POOR + NEAR POVERTY)	AVERAGE RATE UNEMPLOYED
I	173,129	24.3	65,867	21.4	38.04	61,011	21.2	4,856	24.1	3,021	25.0	5.05	30,000	25.0	46.02	17,070	25.0	25.0	7.37
II	76,621	10.8	33,406	10.9	43.71	31,156	10.8	2,340	11.6	1,804	12.1	5.65	14,029	12.1	44.56	8,253	12.1	24.6	6.00
III	92,646	13.0	41,380	13.4	44.66	39,010	13.5	2,370	11.7	2,018	12.2	4.63	15,117	12.2	36.53	8,352	12.2	20.2	5.72
IV	147,637	20.8	62,457	20.3	42.3	58,590	20.3	3,867	19.2	3,121	19.9	4.90	24,611	19.9	39.4	13,601	19.9	21.8	6.10
V	135,345	19.0	63,245	20.5	46.72	59,813	20.7	3,432	17.0	2,763	17.6	4.36	21,803	17.6	34.47	12,044	17.6	19.0	5.42
VI	86,073	12.1	41,324	13.4	48.01	38,743	13.4	3,314	16.4	2,069	13.2	5.0	16,207	13.2	39.43	9,006	13.2	21.9	9.01
STATE TOTALS	711,451		307,769		43.25	288,323		20,179		15,686		5.00	123,665		40.18	68,335		22.2	6.56

1-% of State Total Population
2-% of State Total Civilian Work Force
3-% of State Total Employed
4-% of State Total Unemployed
5-% of State Total Work Force (Poor)
6-% of State Total Work Force (Universe of Need)
7-% of State Total Work Force (Poor + Near Poverty)

SOURCE: Montana Employment Security Division

MONTANA WORK FORCE

BY COUNTY & AREA

AREA	TOTAL POPULATION	TOTAL CIVILIAN WORK FORCE	EMPLOYED	UNEMPLOYED 12 MONTH AVERAGE	WORK FORCE BELOW POVERTY LEVEL*	UNEMPLOYED BELOW POVERTY LEVEL
I		1	2	3	4	5
FLATHEAD	43,239	15,092 (35%)	13,758 (91%)	1,334 (9%)	1,076 (7%)	150 (14%)
LAKE	15,134	6,122 (40%)	5,396 (88%)	726 (12%)	584 (10%)	81 (14%)
LINCOLN	21,876	8,158 (37%)	7,578 (93%)	580 (7%)	467 (6%)	65 (14%)
MINERAL	2,911	1,564 (54%)	1,458 (93%)	106 (7%)	85 (5%)	12 (14%)
MISSOULA	67,278	25,691 (38%)	24,259 (94%)	1,432 (6%)	1,166 (5%)	162 (14%)
RAVALLI	15,517	6,037 (39%)	5,581 (92%)	456 (8%)	366 (6%)	51 (14%)
SANDERS	7,174	3,203 (45%)	2,981 (93%)	222 (7%)	177 (6%)	25 (14%)
Total	173,129	65,867 (38%)	61,011 (93%)	4,856 (7%)	3,921 (6%)	546 (14%)
II						
BEAVERHEAD	8,846	4,142 (47%)	3,929 (95%)	213 (5%)	171 (4%)	24 (14%)
DEER LODGE	14,156	5,948 (42%)	5,542 (93%)	406 (7%)	326 (5%)	46 (14%)
GRANITE	2,586	1,159 (45%)	1,024 (88%)	135 (12%)	108 (9%)	15 (14%)
MADISON	4,854	2,533 (52%)	2,369 (94%)	164 (7%)	132 (5%)	18 (14%)
POWELL	6,480	3,036 (47%)	2,890 (95%)	146 (5%)	116 (4%)	16 (14%)
SILVER BOW	39,699	16,678 (42%)	15,402 (92%)	1,276 (8%)	1,041 (6%)	145 (14%)
Total	76,621	33,496 (44%)	31,156 (93%)	2,340 (7%)	1,894 (6%)	264 (14%)

1. Percent of total population in work force
2. Percent of work force employed.
3. Percent of civilian work force unemployed.
4. Percent of civilian work force below poverty level.
5. Percent of work force below poverty level unemployed.

SOURCE: Montana Employment Security Division

AREA	TOTAL POPULATION	TOTAL CIVILIAN WORK FORCE	EMPLOYED	UNEMPLOYED 12 MONTH AVERAGE	WORK FORCE BELOW POVERTY LEVEL	UNEMPLOYED BELOW POVERTY LEVEL
III						
BROADWATER	2,386	1,144 (48%)	1,096 (96%)	48 (4%)	38 (3%)	5 (13%)
GALLATIN	36,079	15,103 (42%)	14,348 (95%)	755 (5%)	609 (4%)	85 (14%)
JEFFERSON	5,822	2,160 (37%)	2,004 (93%)	156 (7%)	124 (6%)	17 (14%)
LEWIS & CLARK	36,273	16,361 (45%)	15,443 (94%)	918 (6%)	752 (5%)	105 (14%)
MEAGHER	1,907	1,183 (62%)	1,106 (93%)	77 (7%)	61 (5%)	9 (15%)
PARK	10,179	5,429 (53%)	5,013 (92%)	416 (8%)	334 (6%)	47 (14%)
Total	92,646	41,380 (45%)	39,010 (94%)	2,370 (6%)	1,918 (5%)	268 (14%)
IV						
BLAINE	6,090	2,708 (44%)	2,495 (92%)	213 (8%)	171 (6%)	24 (14%)
CASCADE	87,320	33,945 (39%)	32,108 (95%)	1,837 (5%)	1,492 (4%)	208 (14%)
CHOTEAU	6,012	2,985 (50%)	2,801 (94%)	184 (6%)	147 (5%)	20 (14%)
GLACIER	10,317	4,435 (43%)	3,962 (89%)	473 (11%)	381 (9%)	53 (14%)
HILL	16,758	7,462 (45%)	6,969 (93%)	493 (7%)	397 (5%)	55 (14%)
JUDITH BASIN	2,432	1,423 (59%)	1,365 (96%)	58 (4%)	45 (3%)	6 (13%)
LIBERTY	2,197	1,036 (47%)	988 (95%)	48 (5%)	38 (4%)	5 (13%)
PONDERA	6,064	3,085 (51%)	2,872 (93%)	213 (7%)	171 (6%)	24 (14%)
TETON	5,511	2,704 (49%)	2,520 (93%)	184 (7%)	147 (5%)	20 (14%)
TOOLE	4,936	2,674 (54%)	2,510 (94%)	164 (6%)	132 (5%)	18 (14%)
Total	147,637	62,457 (42%)	58,590 (94%)	3,867 (6%)	3,121 (5%)	433 (14%)
V						
BIG HORN	10,103	4,216 (42%)	3,770 (89%)	446 (11%)	357 (8%)	50 (14%)
CARBON	6,444	3,281 (51%)	3,078 (94%)	203 (6%)	163 (5%)	23 (14%)
FERGUS	11,835	6,266 (53%)	6,044 (96%)	222 (4%)	177 (3%)	25 (14%)
GOLDEN VALLEY	814	501 (62%)	472 (94%)	29 (6%)	22 (4%)	3 (14%)
MUSSELSHELL	3,232	1,535 (47%)	1,428 (94%)	97 (6%)	77 (5%)	11 (14%)
PETROLEUM	586	405 (69%)	386 (95%)	19 (5%)	14 (3%)	2 (14%)
STILLWATER	4,190	1,974 (47%)	1,868 (95%)	106 (5%)	85 (4%)	12 (14%)
SWEETGRASS	2,812	1,538 (55%)	1,461 (95%)	77 (5%)	61 (4%)	9 (15%)
TREASURE	960	609 (63%)	581 (95%)	29 (5%)	22 (4%)	3 (14%)
WHEATLAND	2,284	1,483 (65%)	1,406 (95%)	77 (5%)	61 (4%)	9 (15%)
YELLOWSTONE	92,085	41,437 (45%)	39,310 (95%)	2,127 (5%)	1,724 (4%)	239 (14%)
Total	135,345	63,245 (47%)	59,513 (95%)	3,432 (5%)	2,763 (4%)	386 (14%)

AREA	TOTAL POPULATION	TOTAL CIVILIAN WORK FORCE	EMPLOYED	UNEMPLOYED 12 MONTH AVERAGE	WORK FORCE BELOW POVERTY LEVEL	UNEMPLOYED BELOW POVERTY LEVEL
VI	1,719	1,080 (63%)	1,032 (96%)	781 (4%)	38 (4%)	5 (13%)
CARTER	11,561	5,454 (47%)	5,212 (96%)	242 (5%)	195 (4%)	27 (14%)
CUSTER	2,732	1,353 (50%)	1,266 (94%)	87 (6%)	69 (5%)	10 (14%)
DANIELS	10,742	5,076 (47%)	4,834 (95%)	242 (5%)	195 (4%)	27 (14%)
DAWSON	4,058	1,860 (46%)	1,725 (93%)	135 (7%)	108 (6%)	15 (14%)
FALLON	1,701	960 (56%)	912 (95%)	48 (5%)	38 (4%)	5 (13%)
GARFIELD	2,646	1,279 (48%)	1,202 (94%)	77 (6%)	61 (5%)	9 (15%)
MC CONE	5,030	2,082 (41%)	1,976 (95%)	106 (5%)	85 (4%)	12 (14%)
PHILLIPS	3,133	1,406 (45%)	1,319 (94%)	87 (6%)	69 (5%)	10 (14%)
POWDER RIVER	1,507	936 (62%)	868 (93%)	68 (7%)	53 (6%)	7 (13%)
PRAIRIE	9,459	4,056 (43%)	3,843 (95%)	213 (5%)	171 (4%)	24 (14%)
RICHLAND	9,671	4,394 (45%)	3,988 (91%)	406 (9%)	326 (7%)	46 (14%)
ROOSEVELT	5,970	2,832 (47%)	2,590 (92%)	242 (8%)	195 (7%)	27 (14%)
ROSEBUD	5,384	2,546 (47%)	2,333 (92%)	213 (8%)	171 (7%)	24 (14%)
SHERIDAN	9,413	5,275 (56%)	4,956 (94%)	319 (6%)	257 (5%)	36 (14%)
VALLEY	1,347	735 (55%)	687 (94%)	48 (7%)	38 (5%)	5 (13%)
WIBAUX						
Total	86,073	41,324 (48%)	38,743 (94%)	3,314 (8%)	2,069 (5%)	289 (14%)
STATE TOTALS	711,451	307,769 (43%)	288,323 (94%)	20,179 (6.5%)	15,686 (5%)	2,186 (14%)

*This number includes a state total of 4,013 persons who are "not in the labor force but should be", according to Employment Security standards.

- (c) When skill shortage occupations are assessed some of the major frustrations of manpower Planning become evident. Almost every occupation in Montana, which has an unemployment rate of under 3%, is either a professional or strictly unionized occupation. These occupations require either several years of post secondary education or several years of internship. In fact, most of them require college degrees. Obviously, these professions are not well suited for the placement of disadvantaged people. This is especially true under the guidelines of current legislation which emphasizes low cost per placement and short training courses.

On the other hand, many of the occupations for which disadvantaged people could be most easily trained have unemployment rates of over 10%.

This means that, if disadvantaged people are to be placed as the result of relatively inexpensive training, the training must be done in occupations which already have relatively high unemployment rates.

The table which is presented on the next page illustrates the problem quite well. However, it does not completely reflect other serious problems. For instance, the unemployment figures do not reflect the total number of people already trained in any given occupation. For instance, there are probably several hundred teachers in the state who are employed in other occupations. Many of these people would prefer to be teachers but cannot find suitable employment as a teacher.

It should be noted, that if these high unemployment levels in entry level occupations continue, more and more emphasis must be given to upgrade training. The emphasis in manpower training may need to be shifted over the next few years to stress upgrade training for existing workers. This training would probably be provided based on a guarantee of placing a disadvantaged person in the vacated entry level position.

The occupations listed in column "A" below are examples of some of the occupations training will be provided for. Column "B" presents examples of the occupations with the lowest unemployment rates

- (3) The major goals of Montana's manpower effort will be to:
- (a) provide institutional and on-the-job training for unskilled target group individuals so they can fill available job openings.
 - (b) provide maintenance employment to disadvantaged youth who need work experience and financial support to stay in school.
 - (c) train underemployed individuals so they can achieve employment which provides the opportunity for advancement and greater personal satisfaction.
 - (d) place target group individuals in permanent employment.
 - (e) Assure that disadvantaged persons from all areas of Montana, including disadvantaged residents of areas served by other Prime Sponsors, are eligible to participate in all manpower programs.

b. Results and benefits expected

- (1) The planned results stated in the Projects Operating Plan are related to the needs of Montana's population. The plan reflects the intention to serving target groups based on their priority. The priorities were established on the basis of national guidelines, population percentages, and the policy statements presented above. Every effort will be made to ensure that manpower dollars will be spent in an equitable manner. Thus, Montana's manpower funds will be spent on a percentage basis for the kinds of training which best serves the state's priority target groups.
- (2) The Human Resources Division of the Department of Intergovernmental Relations will operate a manpower program which is designed to place disadvantaged people in government employment. Direct career development services will be provided to persons who are unemployed and disadvantaged.

Attempts will be made to break down artificial employment barriers and to restructure jobs so that these unemployed persons can be placed in government employment. In addition, counseling and continuing training will be available to help guarantee the clients are successful on the job.

- (3) Attempts will be made to provide 75% of the clients who receive training or related services with employment opportunities which allow economic self sufficiency. The prime sponsor is hopeful of achieving even higher placement rates in some components by, for example, operating the on-the-job component on the "hire first" principle. In other words, the training employer will be asked to guarantee that the trainee will be hired at the completion of the training. Youth programs, which are designed to provide maintenance employment only, will not be expected to meet this standard.
- (4) In the State of Montana, training courses and on-the-job training slots will be developed only when there is significant evidence of need for trained personnel in the occupation. The annual average number and percentage of new job openings, the present unemployment rate, and the percentage of personnel turnover in the occupation will all be considered before training is started.
- (5) There will be a particular effort to ensure that participants are matched with employment which provides opportunities for advancement. In fact, Montana's manpower effort will reflect increased concern with upgrading individuals who would otherwise be in dead-end positions. Serious consideration will be given to the annual average income of occupations before employment positions are developed.

c. Approach

- (1) A brief description of the prime sponsor's planning system including:
 - (a) A list of the names and organizations of the members of the planning council is included on the following page.
 - (b) In order to get the participation of community based organizations in planning the program, the Governor has established six Area Planning Boards and a State Planning Council. These boards and councils meet on a monthly basis. The Governor sends a representative to each of these board and council meetings. Each of these area boards have members representing community based organizations. The State Council also has members representing various community based organizations.

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AREA I

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AREA I (Continued)

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ANCILLARY MANPOWER PLANNING BOARD

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PO Box 20334, 300 N. 25th
Billings, Montana 59101

Paul S. Singer
Phone: 656-2318

Eastern Montana College
Business Department
Billings, Montana 59101

Dr. Louis W. Veraldi
Phone: 657-2326

AREA II (continued)

AGENCY

REPRESENTATIVE

PUBLIC

Anaconda Company
2255 Fairway Avenue
Butte, Montana 59701

Raymond Joseph
Phone: 723-3907
723-4311

Montana Power Company
Butte, Montana 59701

Claude J. Pettibone
Phone: 723-3664

Miners Bank
Butte, Montana 59701

Tim Shea
Phone: 792-4211

County Superintendent of
Schools
County Courthouse
Butte, Montana 59701

John Justin Sullivan

I. A. M. Butte Machinist
Union
125 West Granite
Butte, Montana 59701

Tom Tracy
Phone: 723-8044

Chamber of Commerce
c/o First Metals Bank
Butte, Montana 59701

Tom B. Wakley
Phone: 723-6581, Fxt. 201

CLIENT

NAMES AND ADDRESSES

Delmas J. Brown
1830 Banks Avenue
Butte, Montana (792-3898)

Edie Phillips
710½ West Park
Butte, Montana 59701 (723-6308)

Ms. Marguerite Davis
521 North Montana
Butte, Montana 59701 (723-8976)

Ms. Betty Jim Seymour
1603 Silver Bow Homes
Butte, Montana 59701 (792-6147)

Ms. Tondra Dowland
24 West Center
Butte, Montana 59701 (723-5497)

Ms. Corita Thompson
1317 East Second
Butte, Montana 59701 (792-7711)

Bob Harris
Anaconda, Montana 59711 (563-2615)

Peggy Woods
603 Mount Hagen Homes
Anaconda, Montana 59711
Phone: 563-3418

AREA III

ANCILLARY MANPOWER PLANNING BOARD

Chairman - Gene Severson
State Employment Service

AGENCY

REPRESENTATIVE

VENDOR

State Employment Service
234 East Main
Bozeman, Montana 59715

Jack Boston
Phone: 586-5455

Vocational Rehabilitation
Power Block
Helena, Montana 59601

Harvey H. Buchanan
Phone: 449-2454

Vocational Technical Center
1115 North Roverts
Helena, Montana 59601

Dale Johnson
Phone: 442-0060

Department of Social &
Rehabilitative Services
801 Last Chance Gulch
Helena, Montana 59601

William F. Minor
Phone: 449-2578

State Employment Service
715 Front Street
Helena, Montana 59601

Gene Severson
Phone: 449-3044

PUBLIC

Model Cities
City of Helena
Helena, Montana 59601

Jim Campbell
Phone: 442-5850

Helena Industries
1325 Helena Avenue
Helena, Montana 59601

John Morgan
Phone: 442-8632

Chamber of Commerce
201 East Lyndale
Helena, Montana 59601

Mrs. Sherman Smith
Phone: 442-8632

Helena Indian Alliance
PO Box 1196
Helena, Montana 59601

Larry Belgarde
Phone: 442-9334

Carpenter's Union
PO Box 713
East Helena, Montana 59635

George W. (Bill) Kokoruda

AREA III (continued)

AGENCY

REPRESENTATIVE

CLIENT

Rocky Mountain Development
Council
PO Box 721
Helena, Montana 59601

Eugene Huntington
Phone: 442-1552

CEP Trainee
142 Stewart Homes
Helena, Montana 59601

Donna Foss

Park County Economic Council
120 South G. Street
Livingston, Montana 59047

Margaret C. Raihl
Phone: 222-0062

Work Incentive Program
529 North Warren
Helena, Montana 59601

Peggy Weber
Phone: 442-2531

Low-Income Group

Bobbie Woods
PO Box 103
Bozeman, Montana 59715

AREA IV

ANCILLARY MANPOWER PLANNING BOARD

Chairman - John St. Jermain
County Commissioner

AGENCY

REPRESENTATIVE

VENDOR

Rehabilitative Services
1818 Tenth Avenue South
Great Falls, Montana 59401

Robert C. Beckman
Phone: 454-1361

State Employment Service
1018 Seven Street South
Great Falls, Montana 59401

Bill Cady
Phone: 761-1730

Green Thumb, Inc.
9B, Civic Center
Great Falls, Montana 59401

George Erickson
Phone: 761-4821

Vocational Technical Center
1015 First Avenue North
Great Falls, Montana 59401

Loran Frazier
Phone: 761-5800, Ext. 268

Department of Public Welfare
1818 Tenth Avenue South
Great Falls, Montana 59401

Laulette Hansen
Phone: 454-1601

PUBLIC

Mayor
City of Great Falls
Great Falls, Montana 59401

Curt S. Ammondson
Phone: 452-0712

Cascade County Trades and
Labor
PO Box 1178
Great Falls, Montana 59401

Jerry Pottratz
Phone: 452-3653

Mayor
City of Havre
Havre, Montana

Bernard L. Good

Cascade County Commissioners
Cascade County Courthouse
Great Falls, Montana 59401

John St. Jermain
Phone: 761-6700

Great Falls Commercial College
905 First Avenue North
Great Falls, Montana 59401

Denis Wingen
Phone: 761-6610

AREA V (continued)

ADDRESS

REPRESENTATIVE

CLIENT

Billings American Indian
Council
7004 Bench Blvd.
Billings, Montana 59101

Guila Feyhl
Phone: 252-4437

Yellowstone County Coalition
of Low-Income
34 Adams
Billings, Montana 59101

Robert Freeman
Phone: 259-5076

Community Action Agency
Lame Deer, Montana 59043

Tom Gardner, Sr.
Phone: 477-6216

MDTA Trainee
1230 Avenue C, Apt. #2
Billings, Montana 59101

Karen A. Lords
Phone: 252-7747

AREA VI

ANCILLARY MANPOWER PLANNING BOARD

Chairman - Earl Hubley
Action for Eastern Montana

AGENCY

REPRESENTATIVE

VENDOR

State Employment Service
12 North Tenth Street
Miles City, Montana 59201

Charles Cunningham

Department of Social &
Rehabilitative Services
504 2nd Avenue South
Glasgow, Montana 59231

Gertrude Davis
Phone: 228-8281 - Work
228-9079 - Home

Bureau of Work Training
Poplar, Montana 59255

Lanny Frantzick
Phone: 768-3881

State Employment Service
211 South Kendrick
Glendive, Montana 59330

Alvin O. Fisher
Phone: 365-3314

State Employment Service
238 2nd Avenue South
Glasgow, Montana 59230

Roy E. Johnson
Phone: 228-9369

Department of Social &
Rehabilitative Services
PO Box 281
Glendive, Montana 59330

George H. Shanley
Phone: 365-4713

State Employment Service
120 South Central
Sidney, Montana 59270

Thomas J. Sutliff
Phone: 482-1204

Department of Social &
Rehabilitative Services
PO Box 758
Miles City, Montana 59301

John Konecny
232-1385

PUBLIC

Eastmont Training Center
211 South Kendrick
Glendive, Montana 59330

Marilyn Gerdon
Phone: 365-2644

Cooperative Extension Service
503 5th Avenue Southeast
Sidney, Montana 59270

James DeBree
Phone: 482-3035

AREA VI (continued)

AGENCY

REPRESENTATIVE

PUBLIC

Chamber of Commerce
Glasgow, Montana 59230

Norris Forum
Phone: 228-2222

Dawson Community College
Glendive, Montana 59330

James Hoffman
Phone: 365-3396

Miles Community College
Miles City, Montana 59301

Vern Kailey

West Glendive, Montana 59330

Joe Popiel

Chamber of Commerce
519 Main
Miles City, Montana 59801

Al Saylor

Chamber of Commerce
201 4th Avenue South
Wolf Point, Montana 59201

Bill McGurk
Phone: 653-2012

CLIENT

Marie Johnson
PO Box 64
Sidney, Montana 59270

Beverly Barstad
203 6th Avenue East
Scobey, Montana 59263

Kermit Gysler
Wolf Point, Montana 59201

Earl Hubley
Dilworth & Ames
Glendive, Montana 59330
Phone: 365-3364

Duane Purdon
Rosebud, Montana 59347

Marilyn Allen
Malta, Montana 59538

Garth Knudsvig
Baker Montana 59313

Holly Austin
602 S. Strevell
Miles City, Montana 59301

(2) A description of the program activities and services which will be provided in the program.

(a) Montana will fund several different types of programs in order to accomplish the goals (A-3 above) of the manpower effort.

(1) Contracts will be written to provide institutional training programs to train target group individuals to fill occupational shortage demands.

(2) On-the-job training programs will be funded so that unskilled target group individuals can fill available jobs for which they lack the necessary training.

(3) Youth programs will be funded to provide disadvantaged youth with supplemental incomes and work experience.

(4) A planning staff will be funded to develop the background data necessary to match manpower needs with manpower services in the most efficient manner.

(5) A public Service Careers program will be funded to help target group individuals achieve permanent employment in government.

(b) Classroom training courses will be run through the cooperation of the Employment Service and the vocational education. The agencies will sponsor institutional courses throughout the state. In addition to training, supportive services will be provided including allowances, travel allotments, medical payments, counseling and placement help.

The on-the-job training program will be flexible. It has been designed to allow training and placement of clients in a wide variety of occupational positions. The program will be designed so that employers will be training participants for employment within the training firm. The employers will guarantee permanent employment upon completion of training.

Work experience programs will be developed to provide young people with income and job training. The program will provide counseling and every effort will be made to place participants in jobs which result in skill development.

A Public Service Employment Program will be funded to help place disadvantaged people in government jobs. The program will provide supportive services such as counseling and part-time training.

Other activities may also be funded in an attempt to accomplish such goals as; the removal of artificial barriers to employment, the restructuring of jobs, the revision or establishment of merit systems and the development and implementation of affirmative action plans.

- (c) For the summer of calendar year 1974, the Community Action Agencies, will be used to recruit participants for youth programs in this state. These agencies work continually with target group individuals and are very capable of determining the eligibility of participants. Because of the immediate need to begin operation of the program, the State Employment Service will informally coordinate in the recruitment process. In the future, however, the State Employment Service will be the primary recruitment agency for all manpower components in Montana.

The state's manpower agencies will maintain open communication and informal cooperation at the local level. This will ensure efficiency in both functions; recruitment and eligibility determination.

- (d) To the extent feasible under current funding, all programs, of demonstrated effectiveness, will receive continued funding.

- (3) A brief description of the prime sponsor's management and administrative plan.

- (a) As a unit within the Governor's Office, this office is subject to the administrative controls and personnel standards of the State of Montana. This office is also subject to the same evaluation and monitoring procedures as other units of the Governor's Office. In-service training and technical assistance is available not only through the state's personnel division, but from the regional office of the Department of Labor. All office personnel are encouraged to participate in in-service training programs and funding is provided through normal office funds.

- (b) The Governor's Manpower staff is organized to provide a functional split between the planning component and the monitoring component of the staff. These components will be coordinated by the Executive Director and his assistant to ensure communication and cooperation.
- (c) Allowance payments will be made and accounted for by the Employment Security Division through the use of its established and functioning Unemployment Insurance Bureau and the Manpower Payment unit.

The amount of each client's weekly allowance payment will be determined by multiplying the client's total weekly hours of training times the minimum wage.

The conditions for waiver of allowances will be in accordance with paragraph (j) of section 95.34 of the Rules and Regulations of the Comprehensive Employment and Training Act. A participant may appeal non-receipt of training allowances by presenting the case through the Unemployment Insurance Appeals System. Unemployment Insurance Appeals Referees would hear and pass judgement on the case. The State Manpower Services Council retains final appeal authority.

- (d) Placements will be accounted for through the established Employment Services System of exit interviews and mailed questionnaires. In addition, the Prime Sponsor's monitoring teams will periodically conduct random spot checks throughout the program year.
 - (e) The sub-grantees of this prime sponsor have Affirmative Action Plans for their agencies. These plans will be applied to their work for this program. All the actions of these sub-grantees will be evaluated regularly by the prime sponsor.
- (4) An explanation of the reasons the specific delivery agents were selected to provide services or facilities for the project.
- (a) The services and facilities which are currently available and in use, e.g., those provided by the State Employment Security Agency, the State Vocational Education Agency, post secondary training

and educational institutions and community action agencies, will be extensively used. Also, the Prime Sponsor will develop a grant agreement with the Division of Human Resources of the Department of Intergovernmental Relations for the administration of youth programs and a PSC "type" program. The Division of Human Resources will in turn contract with the locally based Community Action Agencies which have operated the programs in the past.

- (b) Since the existing services of established federal, state and local manpower agencies will be extensively used there will be no duplication of services. In fact, there will be a high degree of coordinated cooperation.
- (c) The training and services provided by the state vocational education board, and financed from CETA funding granted to the Governor under Section 112 of the Act, will include preparation for employment with a variety of pre-vocational and job skills.

As directed by the Department of Labor's Regional staff and the regulations of CETA, a detailed description of these training and services will be provided with the Governor's "special" grant application.

- (d) Total coordination has been established with non-CETA funded deliverers of manpower and supportive services in this area. The CETA funded manpower effort in Montana will be coordinated with programs sponsored under the Law Enforcement Administration Act, the non-CETA funded activities of Vocational Education and the State Employment Service, e.g., Wagner Peyser, Adult Basic Education, WIN, etc., the Department of Health and Environmental Sciences and the Division of Vocational Rehabilitation.

Open communication among these agencies and functions will continue to provide the means for coordinating Montana's Manpower effort. This communication has been facilitated and encouraged through participation on the state Manpower Planning Council. All Montana manpower agencies have representation on the State Council.

(5) CETA Cost Plan

- (a) Administrative costs will include the direct personal services costs, including salaries and benefits, of all supervisory administrative staff. Also included will be overhead costs, record keeping costs, allowance payments processing costs and miscellaneous costs for travel, communication, fiscal services, supplies, etc.

The estimates of administrative cost needs were made based on factual records gathered through previous experience in the operation of manpower programs.

It should be noted, that through contractual agreement all costs referred to as "add on" costs, in PIB #7 are included in the administrative costs reflected on the Project Operating Plan.

- (b) No funds from non-CETA sources are available for the planning and administration of the CETA program.

d. Geographic Area Served

The Concentrated Employment Program Prime Sponsor will be allocated approximately \$282,000 to supplement programs components, such as the on-the-job training and institutional components within the Concentrated Employment Program. Other program components will be run on a statewide basis by the State Prime Sponsor.

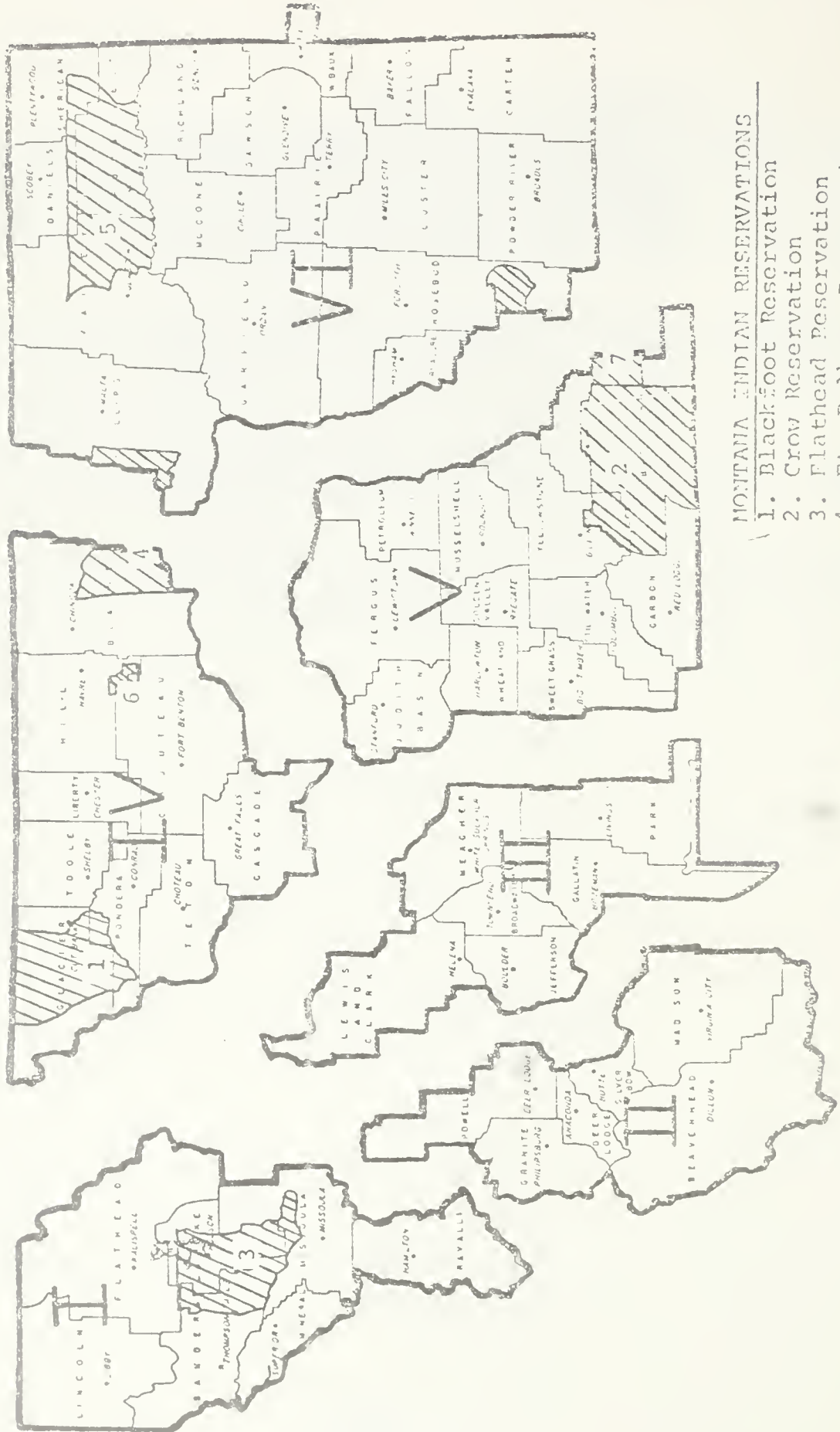
The CEP Prime Sponsor will provide its services to six counties which are; Broadwater, Deer Lodge, Jefferson, Lewis & Clark, Meagher, and Silver Bow Counties. The total population of these six counties is 100,644. The population of the other fifty counties in the state is 593,765, which means the state's total population is 694,409. Further population breakdowns are provided under section 1a(2)(b) of this grant application.

No consortia agreements have been developed in Montana.

The maps on the following pages show the CEP area and the six Manpower Planning areas.

STATE OF MONTANA

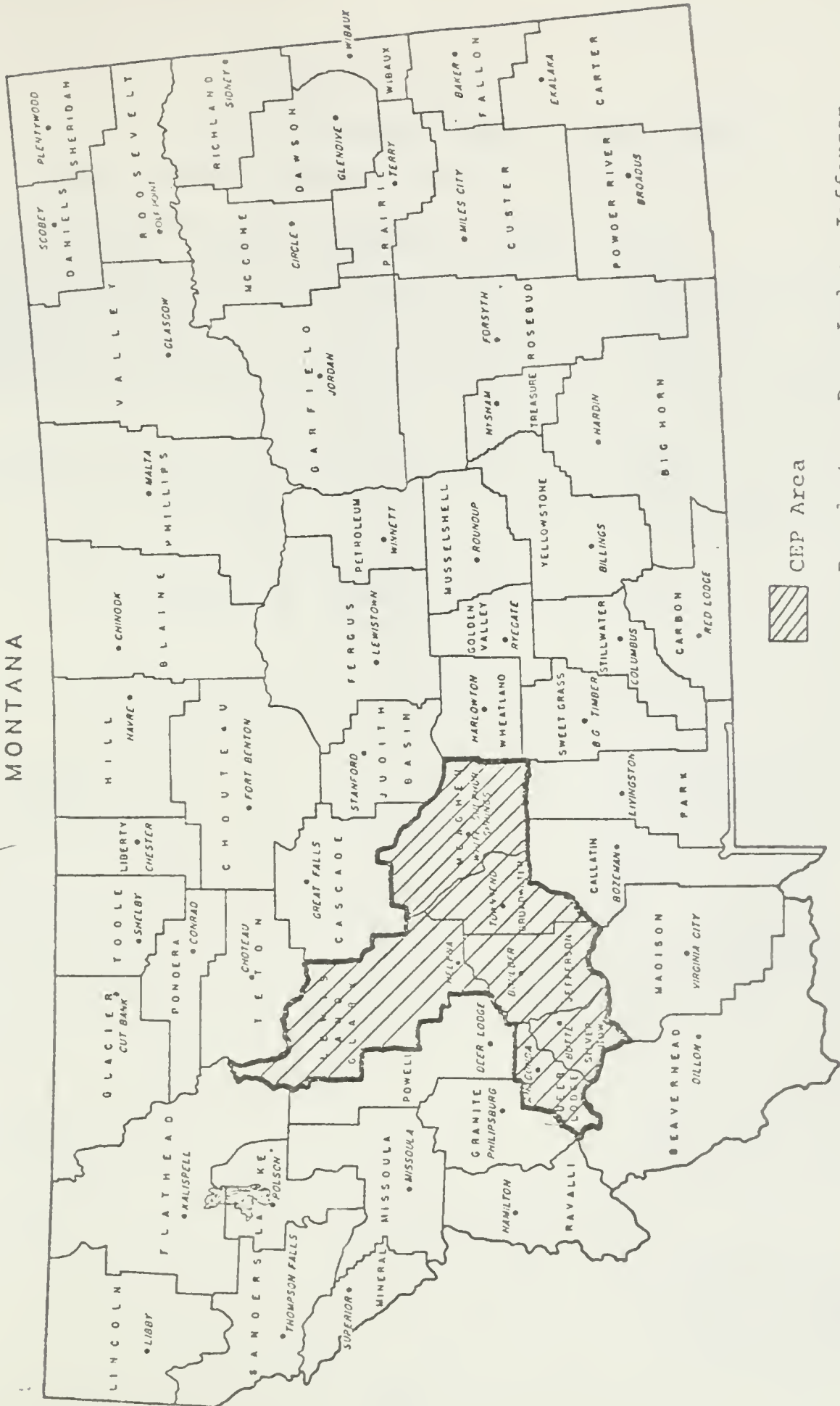
Manpower Planning Areas



MONTANA INDIAN RESERVATIONS

1. Blackfoot Reservation
2. Crow Reservation
3. Flathead Reservation
4. Ft. Belknap Reservation
5. Ft. Peck Reservation
6. Rocky Poy Reservation
7. Northern Cheyenne Reservation

MONTANA



 CEP Area

Broadwater, Deer Lodge, Jefferson,
Lewis & Clark, Meagher, Silver Bow
counties.

2. Items Related to State Applicants

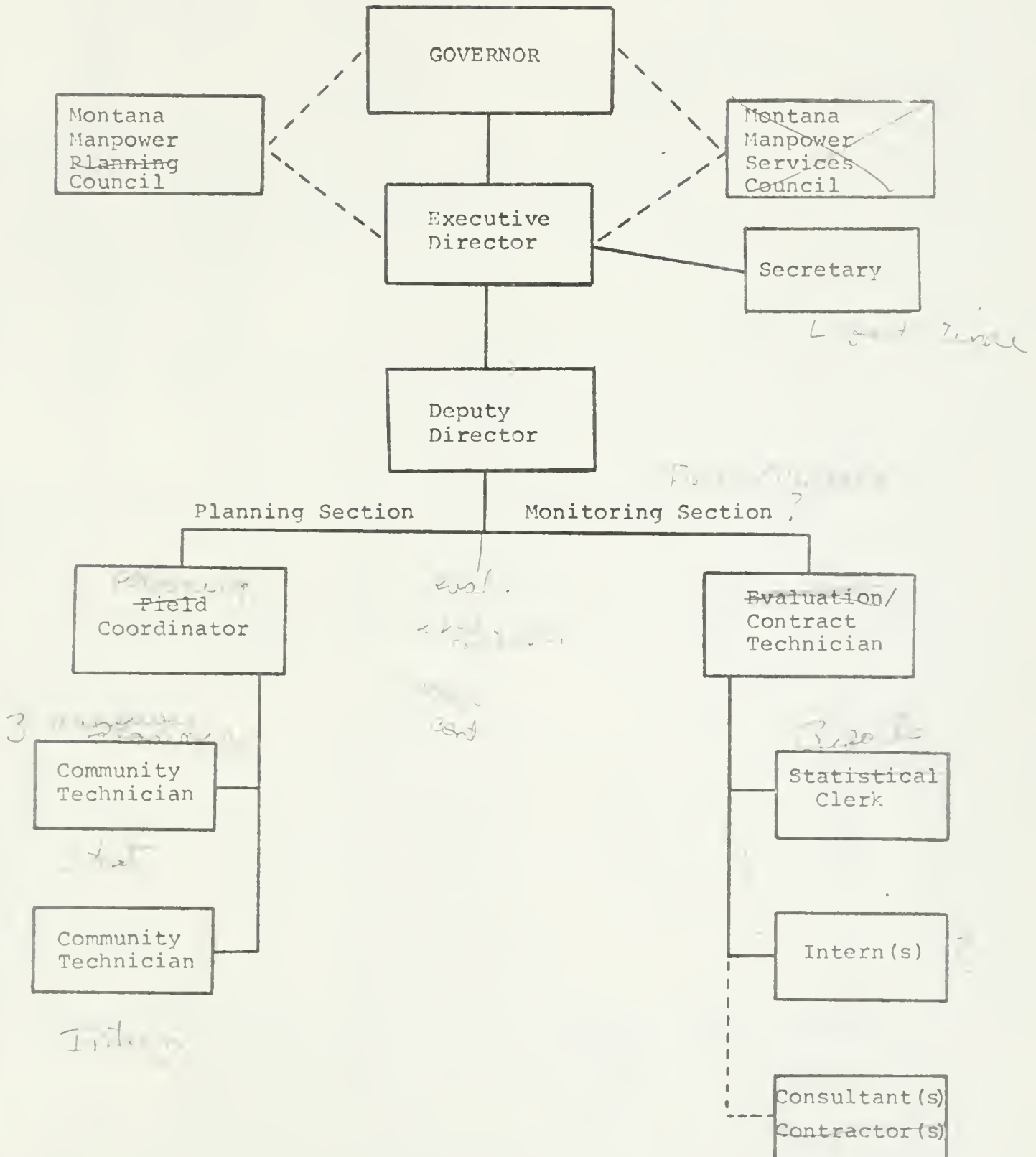
a. Functions of the State Manpower Services Council

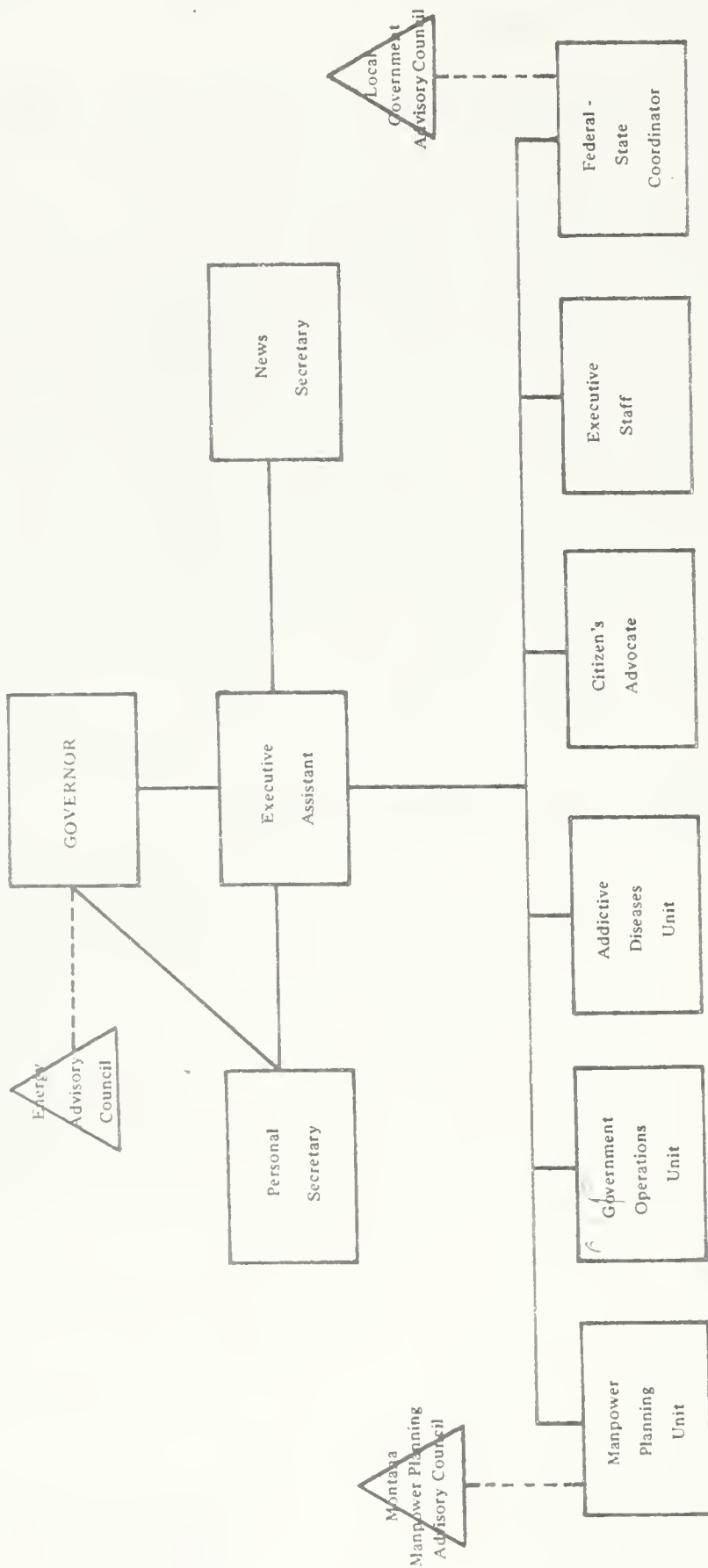
The functions of the State Manpower Services Council shall include, but not be limited to, those responsibilities listed on section 95.13 of the Rules and Regulations for Title I of the Comprehensive Employment and Training Act. Those responsibilities are also included in the copy of the Governor's special state services grant application which is attached as required under item "c" of section A2c of the grant application booklet.

- b. The State Manpower Services which will be undertaken are described in the special state services grant application which is attached as required under item "c" of section A2c of the grant application booklet, and will be in accordance with section 106 of the Act.
- c. A copy of the narrative included with the Governor's Special State Services Grant is attached.

STATE OF MONTANA

Governor's Manpower
Planning Advisory Council





ORGANIZATION CHART

OFFICE OF THE GOVERNOR
April, 1973

Approved: *Charles J. Jones*
Governor

GRANTEE'S NAME AND ADDRESS
State of Montana
Office of the Governor
P.O. Box 169 Capitol
Helena, Montana 59601

U.S. DEPARTMENT OF LABOR
Manpower Administration
CETA PROJECT OPERATING PLAN

D. GRANT NUMBER

30-5-047-10-501

C. PROGRAM YEAR COVERED BY THIS GRANT
(Month, Day, Year)

From: July 1, 1974 thru June 30, 1975

D. TYPE OF PROGRAM:

☒ 1. Title I ☐ 2. Title II

☐ 3. Other Specific

I. ENROLLMENT AND TERMINATION SUMMARY

PROGRAM YEAR-TO-DATE PLAN

	9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)
TOTAL INDIVIDUALS TO BE SERVED (Sum of A.1 and A.2)	738	1,082	1,423	2,814
- Individuals Entering This Program Year	738	344	341	1,391
- Individuals Carried Over From Previous Program Year				
TOTAL INDIVIDUALS TO BE TERMINATED DURING PROGRAM YEAR (Sum of B.1 through B.5)	127	370	675	1,389
- Total Entering Employment				
a. Direct Placements, Re CETA Training or Employment	1	1	4	10
b. Indirect Placements Following CETA Training/Employment	42	108	376	658
c. Self Placement				30
- Other Positive Terminations	0	31	57	402
- Non-Positive Terminations	75	149	229	280
D. INDIVIDUALS PLANNED TO BE ENROLLED AT THE END OF EACH QUARTER (A minus B)	611	703	743	1,425

II. PLANNED ENROLLMENTS IN PROGRAM ACTIVITIES
Below (a) The number of individuals to be served in each program activity cumulatively through the program year; (b) The number of individuals planned to be enrolled in each program activity at the end of each quarter; an individual who is concurrently enrolled in more than one activity should be counted in each activity in which he or she is enrolled.

PROGRAM ACTIVITY	9/30		12/31		3/31		6/30	
	Total Served	Currently Enrolled	Total Served	Currently Enrolled	Total Served	Currently Enrolled	Total Served	Currently Enrolled
	(a)	(b)	(c)	(d)	(a)	(b)	(a)	(b)
Classroom Trng., Prime Sponsor	214	143	376	201	612	319	687	162
Classroom Trng., Voc. Ed.	2	2	12	12	24	24	35	27
On-the-Job Training	179	123	325	139	438	80	617	163
Public Service Employment	40	40	46	42	53	45	70	50
Work Experience	305	305	352	330	352	226	1,482	1,100
Other Activities	123	179	196	196	241	241	292	27

III. SUMMARY FINANCIAL PLAN (\$ in Thousands)

Total CETA funds available during this program year (Sum of A.1 and A.2)	\$4,008
1. Funds carried in from previous program year or other grants	
2. New Funding	\$4,008
Total projected expenditures for this program yr. (Sum of B.1 thru B.6)	\$3,408
1. Administration	323
2. Allowances	928
3. Wages	807
4. Fringe Benefits	38
5. Training	920
6. Services	392
Total CETA funds to be carried into next grant program year (A minus B)	600

IV. CUMULATIVE PROJECTIONS BY QUARTER OF FINANCIAL PLAN (\$ in Thousands)

	9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)
A. Prime Sponsor Obligations	795	1,429	2,261	4,008
B. Total Projected Expenditures by Program Activity: (See III.B); (Sum of B.1 through B.6)	795	1,429	2,261	3,408
1. Classroom Trng., Prime Sponsor	358	679	1,186	1,430
2. On-the-Job Training	228	385	525	747
3. Public Service Employment	72	82	93	329
4. Work Experience	75	150	225	543
5. Services to Clients	57	123	215	338
6. Other Activities	5	10	17	21
C. Projected expenditures for Voc. Ed. in Special Grants to Governor	56	112	168	252
D. Projected expenditures of non-Fed. funds				
E. Other Fed. funds, not in Prime Sponsor's Grant				
F. GRAND TOTAL Projected Expenditures (Sum of B, C, D, and E)	851	1,541	2,429	3,660

GNIFICANT SEGMENTS. Indicate the number of individuals in each segment to be served cumulatively during the program year. Significant segments may be specified by the Manpower Administration or the Prime Sponsor.

SIGNIFICANT SEGMENTS	PROGRAM YEAR-TO-DATE PLAN				SIGNIFICANT SEGMENTS	PROGRAM YEAR-TO-DATE PLAN			
	9/30	12/31	3/31	6/30		9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)		(a)	(b)	(c)	(d)
Minorities	131	196	252	304	F. Drop-Out	135	194	241	286
Veterans	144	245	330	345	G. Offender	14	26	34	50
Youths (14-22)	445	578	652	2,239	H. Unemployed	119	219	228	423
Older Worker	45	71	92	114	I. Underemployed	21	39	51	75
Disadvantaged	414	550	611	2,237	J. Handicap	93	137	172	215

OTHER ACTIVITIES (Reference II.6; IV.B.6)
Describe other activities or special programs on attachment. Describe their objectives and list milestones and their achievement in a quantitative or narrative

VII. SIGNATURE

55 *David E. Fuller*

B. DATE SIGNED

7/24/74

State of Montana
Office of the Governor
P.O. Box 169 Capitol Building
Helena, Montana 59601

8. B. THEO C. PIA-24N (Enter appropriate code in Col. C)

- 1 - Normal Contract Termination
- 2 - Special Contract Closes
- 3 - Bilateral Negotiated Termination
- 4 - Other (Explain in Col. F, J)
- 5 - Not Applicable, Program to be discontinued

30-5-047-10

CETA PROGRAM ACTIVITY
INCORPORATING CATEGORICAL
PROGRAMS (From Project Operating Plan)

NARRATIVE SUMMARY (Explain the mechanics for insuring
continuity of service.)

(A)

(F)

(B)

(C)

(D)

(E)

31-MT-OR-3001.000
31-MT-OR-4001.000

12-13-74
4-18-75

DNA
DNA

Completion date of last trainee
Completion date of last trainee (5
trainees approved into Spring '75
before notice of cut-off received)
Class completion date
*Supportive services - will close when
last trainee from last project is com-
pleted and placed.
Class completion date
Class completion date
Approved class completion date
Completion date of last trainee

31-MT-OR-4011.000
31-MT-OR-4014.000

7-12-74
4-18-75

DNA
DNA

31-MT-OR-4016.000
31-MT-OR-4018.000
31-MT-OR-4019.000
41-MT-AX-3401.000

7-19-74
4-11-75
12-31-74
10-11-74

DNA
DNA
DNA
DNA

*Note: Should additional supportive
or services funds be required for any
of these trainees, it will be taken
from HSES transitional administrative
funds.

TOTAL 190

PROGRAM TRANSITION SCHEDULE

1. PHASE 4M State of Montana Office of the Governor P.O. Box 169 Capitol Building Helena, Montana 59601					2. METHOD OF PHASE 4M (Enter appropriate code in Col. C) 1 - Normal Contract Termination 2 - Special Contract Clause 3 - Bilateral Negotiated Termination 4 - Other (Explain in Col. F) 5 - Not Applicable, Program to be discontinued	
MONTANA-SCA CATEGORICAL PROGRAMS (Funded programs presently operating within Phase Sponsor's Area)	(A)	NO. OF INDIVIDUALS TO BE TRANSFERRED (B)	PHASE 4M CODE (From Item 2 above) (C)	DATE OF PHASE 4M (Mo., day, yr.) (D)	CETA PROGRAM ACTIVITY INCORPORATING CATEGORICAL PROGRAM (If from Project Operating Plan) (E)	NARRATIVE SUMMARY (Explain the mechanics for insuring continuity of service). (F)
<u>JOBS</u>		96	1	7/1/74	OJT	Continuity of the JOBS - JOP Categorical Programs will be continued through CETA. Information presented shows projected phase out of current trainees under the categorical funding by month.
		95		8/1/74		
		80		9/1/74		
		74		10/1/74		
		49		11/1/74		
<u>JOP</u>		33		12/1/74	OJT	
		0		1/1/75		
		173	1	7/1/74		
		148		8/1/74		
		121		9/1/74		
		81		10/1/74		
		68		11/1/74		
		65		12/1/74		
		0		1/1/75		

PROGRAM TRANSITION SCHEDULE

State of Montana
Office of the Governor
P.O. Box 169 Capitol Building
Helena, Montana 59601

30-5-047-10

3. METHOD OF PHASE-IN (Enter appropriate code in Col. C)

- 1 - Normal Contract Termination
- 2 - Special Contract Clause
- 3 - Bilateral Negotiated Termination
- 4 - Other (Explain in Col. E)
- 5 - Not Applicable, Program to be discontinued

MOTA-ICA CATEGORICAL PROGRAMS (Funded programs presently operating within Prime Sponsor's Area)	NO. OF INDIVIDUALS TO BE TRANSFERRED	PHASE-IN CODE (From Item 3 above)	DATE OF PHASE-IN (Mo., Day, Yr)	CETA PROGRAM ACTIVITY INCORPORATING CATEGORICAL PROGRAM (From Project Operating Plan)	NARRATIVE SUMMARY (Explain the mechanics for insuring continuity of service.)
(A)	(B)	(C)	(D)	(E)	(F)
MT(OR) 3015 MT(OR) 3015 (OJT) 004 MT(OR) 3015 (OJT) 005 MT(OR) 3015 (OJT) 006	34 26 11 11 0	1	7/1/74 8/1/74 9/1/74 10/1/74 11/1/74	OJT	This represents the OJT portion of the Miners Coupled Institutional - OJT program. All institutional sections of this program have been completed as have the first three (3) OJT sections; with the last three (3) OJT sections carrying into FY 1975
MT(OR) 4019 MT(OR) 4019 (OJT)	12 12 12 12	1	12/1/74 1/1/75 2/1/75 3/1/75 4/1/75	OJT	This represents the OJT portion of this Miner Coupled Institutional - OJT program. This program is set up for four (4) sections of institutional training with the trainees entering the OJT phase immediately following the classroom phase. The last section of this program, as currently funded, calls for the fourth section to enter OJT on 12-16-74 and complete 4-1-75. The institutional phases for these 48 trainees are shown on a separate document.

LETTER OF AGREEMENT

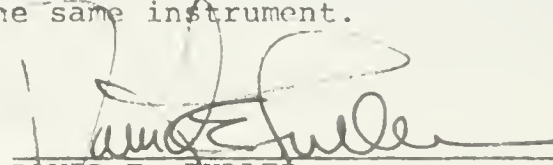
For The Completion of MDTA Programs

This agreement is made and entered into by the Governor's Office, Manpower Planning, a prime sponsor and the Employment Security Division, Department of Labor and Industry for the provision of categorical programs established under the Manpower Development and Training Act of 1962, as amended (MDTA).

- 1) The Prime Sponsor agrees to the expenditure of MDTA funds by the Employment Security Division to complete those Institutional and On-the-Job Training programs as described in the Program Transition Schedule of the Prime Sponsor's basic manpower grant.
- 2) The Employment Security Division agrees to complete those Categorical Programs approved by the Department of Labor, Manpower Administration within the time frame specified in the Project Application under the Manpower Development and Training Act.
- 3) The Governor's Office, Manpower Planning, and the Employment Security Division, Department of Labor and Industry, agree that in any event, all Categorical Programs will be completed no later than June 30, 1975.
- 4) Counterparts. This Letter of Agreement may be executed in two counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.



FRED BARRETT
Administrator
Department of Labor and Industry,
Employment Security Division



DAVID E. FULLER
Executive Director
Governor's Office,
Manpower Planning

Date: June 7 19 74

A. Program Narrative Description (con't)

3. Public Service Employment Programs

a. Analysis of Needs

(1) Description - Target Population Characteristics and Employment Status

The area to be served under this program application will be the State of Montana. Under this application the Montana Employment Security Division will act as Administering Agency for the Office of the Governor.

Equitable participation of the target population by areas will be adhered to as much as possible within the scope of the program. Due to the limited funds available for a Public Service Employment Program under CETA Title I, the Administering Agent will set certain standards for the distribution of slots. It is anticipated that the majority of slots will be distributed on a pro-rate basis to those eligible counties with a population in excess of 8,000. Priority of assignment will be set as follows: First priority, guaranteed movement to unsubsidized employment; Second priority, those positions for which an applicant from a significant segment of the target population is available. Naturally those slots which meet both priorities will be given first consideration for approval. The Program Agent will have the discretionary power to grant slots to counties with less than an 8,000 population on a needs and past performance basis. (See attachment #1)

(2) Unmet public service needs throughout target areas fall into all employment categories. A long existing problem at all levels of government throughout the target areas has been a lack of public service funding due to sparse population, with resultant narrow tax bases for revenue raising.

For this reason there is no shortage of public service jobs needing funding. Priorities, however, will be given to jobs which offer prospects for advancement and which are in expanding fields, as opposed to so-called dead-end or make-work jobs. Provisions to this end will be made part of the Program Agents-Employing Agents agreements which will be signed by all Employing Agents. Priorities thus, will be allocated and maintained on an agreement-by-agreement basis with preference going to those jobs which provide participants with skills for which there will be an anticipated high demand in future periods.

To the extent feasible the Program Agent will assure that public service employees will be placed in occupational fields in which expansion is expected as unemployment recedes. This will be in accordance with the following indicators.

EDUCATION: Although hiring is currently somewhat stabilized, this is primarily due to scarcity of revenue. Current unfilled needs do exist, and this will continue to be an expanding hiring field as additional or expanding sources of revenue are utilized.

LAW ENFORCEMENT: Expansion in this field will continue for several prime reasons. An initial expansion will be seen simply to provide needed positions which have never been funded due to lack of revenue. Increasingly complex law enforcement procedures and problems coupled with population growth indicate continued expansion.

PUBLIC WORKS AND TRANSPORTATION: Again, population growth and demand for services and systems have created a tremendous additional hiring need in these fields, where planning and up-dating of systems have not kept pace with public need. Now caught in a crash situation, these fields will continue to offer expanding employment in both the public and private sectors.

HEALTH AND HOSPITALS: A rapidly expanding field, with continued expansion foreseen in both the public and private sectors. National Health programs and standards have created almost insurmountable personnel needs in both hospitals and the public health fields, with subsequent scarcities of trained personnel.

ENVIRONMENTAL QUALITY: Current ecological concerns, with resultant emphasis at all levels of government and private industry, indicate continued hiring expansion as unemployment recedes. This is seen as a field particularly short of trained personnel immediately available for hire.

FIRE PROTECTION: The number of firefighters is expected to increase rapidly to meet the needs for fire protection in growing urban communities, to meet the increased emphasis on activities associated with fire prevention, and to fill new jobs becoming available as paid fire departments enlarge staffs to replace volunteer fire companies.

PARKS AND RECREATION: It is expected that these general fields will continue to expand in both the government and private sectors. Increased emphasis on recreation, population growth, increased leisure time of the general working population; and a new public awareness of the environment all point to long-term growth in these areas.

SOCIAL SERVICES: Increased and continuing public awareness and concern for social problems indicate that the Social Services field will continue to expand in both the government and private sectors.

OTHER: Although priorities will be given to potential jobs offering advancement and in areas of expanding employment, any public service jobs not necessarily meeting these criteria but which are otherwise meaningful and for which units of government indicate a firm hiring commitment, as new funding becomes available, will not be excluded from funding under this program.

The specific public service needs of each county are presented on the following pages.

(3) The following paragraphs describe the major types of jobs to be filled with the public service areas to meet the needs of the target groups to be served and the public service needs described above.

BOOKKEEPING: Will generally keep one section of a set of financial records, verify and enter transaction details in account or cash journals from invoices, bills, requisitions, inventory records. Summarize details on separate ledgers, using adding machine, and transfer data to general ledgers. May balance books, compile reports, keep wage and time records.

GENERAL CRITERIA: May perform a variety of clerical duties; copies data and compiles records and reports. Tabulate and post data in record books. Compute wages, taxes, and payments. Prepare, issue, and send out receipts, bills, invoices, statements, and checks. Operate office machines such as typewriter, adding, calculating and duplicating machines. Open and route incoming mail, type correspondence. File.

STENO-TYPIST: Types letters, reports, stencils, forms addresses or other copy. May operate duplicating machines. May type from straight copy or take dictation and transcribe.

FIREFIGHTER: Controls and extinguishes fires to protect life and property and maintains equipment; responds to fire alarms, lay hose, directs water or chemicals on fire. Position and climb ladders to gain access to buildings. Uses varied equipment, administers first aid. May inspect buildings for fire hazard and compliance with ordinances.

POLICEMAN: Patrols assigned beat on foot, using motorcycle or patrol car to control traffic, prevent crime or disturbance of peace and arrest violators. Familiarizes self with beat and persons living in area, disperses crowds, directs traffic, investigates accidents, issues tickets. Writes and files daily activity reports with superior officer.

REHABILITATION COUNSELORS: (Mental Health) Will counsel individuals and provide rehabilitation guidance to promote personal adjustment of individuals. Through interviews and outreach, works with medical, psychological and social data to help individuals evaluate themselves in relation to problems. Helps counselee develop plan of rehabilitation involving any needed elements of medical treatment, occupational training, and other special services. Holds regular interviews with client to discuss program, check on progress, and help resolve problems. May travel and do considerable follow-up.

TEACHER: May teach in elementary or secondary education. Elementary teachers will usually work with one group of pupils during the entire day, teaching several subjects and supervising various activities such as lunch and play periods. May also give instruction and assist regular classroom teachers in specific subjects such as art, music, physical education, industrial arts, foreign languages, etc.

Secondary teachers will be employed in junior and senior high schools, usually specializing in a particular subject. Will teach several classes each day, either in main subject, in related subjects, or both. May teach English and history or other social sciences, mathematics and general science, and chemistry and biology or general science. May teach home economics, agriculture, commercial subjects, driver education, music, art or industrial arts. Will employ teaching methods varying from formal lecture to free discussion. May plan and develop teaching materials, develop and correct tests, keep records and make out reports, consult with parents, and perform other duties.

In both cases, a teaching certificate is required based on completion of approved college preparation, as provided by Montana Law.

TEACHER AIDE: Performs non-professional tasks to assist elementary school teacher. Operates audio-visual aid equipment and supervises lunchroom and physical education activities to allow teacher to have more time to plan and evaluate classroom activity. Works with and encourages slower groups needing additional assistance by reviewing assigned exercises or listening to reading assignments.

(4) As previously stated, equitable participation of the target population by area will be adhered to as much as possible within the scope of the program. Due to the limited funds available for this program, (approximately 50 slots compared to 750 slots last year), the Program Agent will set certain standards for the distribution of slots. The majority of slots will be distributed on a pro-rate basis to those eligible counties with a population in excess of 8,000. The Program Agent will have the discretionary power to distribute slots based on the following priorities: First priority, guaranteed movement to unsubsidized employment; Second priority, slots for which an applicant from a significant segment of the target population is available. Some slots may be awarded to counties with less than 8,000 on a need and past performance basis. Close attention will be paid to other CETA program proposals and redistribution of slots will occur as these are approved and funded. Coordination and cooperation with any other CETA subcontractor or program will be maintained.

b. Results and Benefits Expected

The primary goals of the CETA Public Service Employment Program, as administered by the program sponsor and program agent, will be first to provide transitional employment opportunities to the area's target population, thus, reducing the area's unemployment rate; and second to fill the unmet public service needs of the area, thus providing benefits to the community as a whole. The program agent will work toward these goals by working with the highest elected official of each local unit of government in determining the unmet public service needs and by assigning priority to those jobs which the employing agent indicates may continue as permanent employment. In addition, all agreements entered into will contain provisions assuring that participants will be considered for all regular job openings occurring within the employing establishment.

c. Approach

(1) A person residing in an area of substantial unemployment who has been unemployed for at least 30 days prior to application or who is underemployed will be eligible to participate in Montana's public employment program. The State's Employment Service Bureau will be used to recruit participants. The Employment Service will also determine eligibility and select the participants based on need and suitability to available public employment opportunities. All job vacancies shall be listed with the Employment Service at least 48 hours before such vacancies are filled. First priority for referral will be special and Viet Nam Era Veterans; second will be to provide employment opportunities for members of the significant segments of the unemployed disadvantaged who have participated in manpower training programs and for whom work opportunities are not otherwise immediately available.

Participants whose most recent employment was with the Program Agent of any employing agency receiving financial assistance

through the Program Agent must have been unemployed for 30 days or longer prior to being employed pursuant to the Act.

(2) To the fullest possible extent, every effort will be made to match skills acquired by veterans through military experience with job openings in Public Service. This may require extensive job analysis or restructuring. Full use of the Dictionary of Occupational Titles, as related to Military Occupational Specialties, will be made.

(3) To ensure that services are being provided to significant segments of the target population, i.e., special and disabled veterans, recipients of public welfare, etc. on a proportionate and priority basis the following method will be used. An applicant characteristic form must be completed and submitted on each participant to program management staff. The management staff will compile and evaluate this data on no less than a monthly basis to ensure that services are being provided in an equitable proportion consistent with program goals.

This information will also be reviewed by the Prime Sponsors monitoring staff which will ensure compliance with the intention of the regulations.

(4) As the Montana State Employment Service will be the Program Agent, Employment Service staff assigned CETA-PSE responsibility will conduct Orientation for each CETA-PSE participant. The Orientation will be informal and will include the participant job responsibilities to the employing agent and the rights and benefits of the participant in connection with his employment under the Act. In addition, a written certification of the responsibilities, rights, and benefits will be given to each participant for review and signature. A copy of the signed certification will be retained by the participant and by the Program Agent.

(5) The Program Agent will not approve any agreement which does not compensate at the rate normally paid by the employer for similar public occupations.

(6) Jobs above the entry level will be approved only for those participants who have been identified as having special skills. In these instances, the Program Agent, the Montana State Employment Service, will continue to maintain their already established liaison with appropriate unions and collective bargaining agents to ensure the personnel procedures and collective bargaining agreements have been complied with.

(7) Every effort will be made to ensure that enrollment will be in those jobs offering career opportunities and advancement. In addition, Program Agent-Employing Agent agreements will contain a provision establishing the goal of placing all participants in continuing positions financed from funds other than grant funds under the Act. A further stipulation will provide that partici-

pants shall be fully considered for any regular job openings which occur within the employing agency. In order that no permanent employment with advancement possibilities be overlooked in other agencies or private industry, it is currently planned to maintain participants' records as active applicants within the local E.S. offices, with monthly visits to the employer and participants to ensure agreement compliance and to make the participant aware of other employment possibilities. On-going Job Development will be conducted during the entire duration of the participant's enrollment.

(8) As each Employing Agent will be required to utilize and employ participants in the same manner as any other employee, it is not anticipated that this will be a problem area. However, agreements will stipulate that adequately trained supervisory personnel are available to work with participants in addition, E.S. staff assigned CETA-PSF responsibilities will be available to counsel supervisory personnel on the intricacies of working with the target population.

(9) The governmental units and union organizations to which the application must be sent for comments are:

- a. Appropriate units of general local government with a population of at least 10,000 persons
- b. State clearing house, Department of Intergovernmental Relations
- c. The American Federation of State, County, and Municipal Employees, AFL-CIO Montana State Council #9 and, The Montana State AFL-CIO

If as the program is initiated additional unions are affected, they will receive a copy of the application.

Attachment #1 MONTANA UNEMPLOYMENT AND UNEMPLOYMENT RATE BY RACE - COUNTY AND STATEWIDE^{1/}

	UNEMPLOYMENT					UNEMPLOYMENT RATE				
	Total	Male	Female	Spanish-2/ American	County	Male	Female	Spanish-2/ American	Minority	
Beaverhead	189	103	86	45.50	-	5.70	4.66	7.79	-	
Big Horn	154	115	39	25.32	-	4.64	4.93	3.95	-	
Blaine	247	186	61	24.69	-	10.61	11.63	8.37	-	
Broadwater	33	15	18	54.54	-	3.58	2.40	6.06	-	
Carbon	131	81	50	38.16	-	5.19	4.66	6.33	-	
Carter	20	20	-	-	-	2.42	3.55	-	-	
Cascade	1,830	928	902	49.28	16	6.51	5.40	8.24	6.08	
Chouteau	47	35	12	25.53	-	1.89	1.88	1.92	-	
Custer	218	143	75	34.40	-	4.65	4.94	4.18	-	
Daniels	4	-	4	100.00	-	.36	-	1.20	-	
Dawson	136	92	44	32.35	-	3.11	3.13	3.06	-	
Deer Lodge	398	147	251	63.06	11	6.99	3.89	13.13	13.09	
Fallon	83	62	21	25.30	-	5.40	5.73	4.61	-	
Fergus	225	128	97	43.11	-	4.94	4.29	6.15	-	
Flathead	1,335	915	420	31.46	10	9.80	9.95	9.48	9.70	
Gallatin	699	410	289	41.34	-	5.44	5.02	6.18	-	
Garfield	17	12	5	29.41	-	2.31	2.31	2.30	-	
Glacier	450	347	103	22.88	-	12.56	14.89	8.22	-	
Golden Valley	18	6	12	66.67	-	4.65	2.45	8.39	-	
Grenite	51	36	15	29.41	-	5.10	4.82	5.92	-	
Hill	278	118	160	57.55	-	4.26	2.85	6.70	-	
Jefferson	80	55	25	31.25	-	4.52	4.95	3.79	-	
Judith Basin	28	16	12	42.85	-	2.75	2.07	4.85	-	
Lake	314	233	81	25.79	-	6.51	7.49	4.72	-	
Lewis & Clark	721	437	284	39.38	-	4.90	5.11	4.60	-	
Liberty	4	4	-	-	-	.46	.65	-	-	
Lincoln	690	503	187	27.10	5	10.30	10.07	10.98	17.85	
Madison	24	14	10	41.66	-	2.27	1.74	4.00	-	
McCone	114	60	54	47.36	-	5.69	4.56	7.84	-	
Meagher	58	46	12	20.68	-	6.72	7.12	5.55	-	
Mineral	169	137	32	18.93	-	13.89	17.10	7.71	-	
Missoula	1,755	1,050	705	40.17	25	7.59	7.23	8.20	14.12	
Musselshell	107	75	32	29.90	-	7.43	7.90	6.51	-	
Park ^{2/}	253	159	94	37.15	-	5.60	5.56	5.88	-	
Petroleum	-	-	-	-	-	-	-	-	-	
Phillips	87	55	32	36.78	-	4.28	4.07	4.68	-	
Pondera	80	54	26	32.50	-	3.21	3.08	3.49	-	
Powder River	33	21	12	36.36	-	2.87	2.62	3.43	-	
Powell	114	65	49	42.98	-	4.66	4.00	5.96	-	
Prairie	10	10	-	-	-	1.36	1.92	-	-	
Ravalli	416	278	138	33.17	-	7.90	7.75	8.22	-	
Richland	152	105	47	30.92	-	4.38	4.40	4.35	-	
Roosevelt	310	225	85	27.41	-	8.84	10.26	6.46	-	
Rosebud	108	69	39	36.11	-	4.60	4.58	4.63	-	
Sanders	295	240	55	18.64	-	11.89	14.18	6.97	-	
Sheridan	60	60	-	-	-	2.99	3.98	-	-	
Silver Bow	940	495	445	47.34	18	6.07	4.97	8.03	10.40	
Stillwater	88	46	42	47.72	-	5.44	3.92	9.41	-	
Sweet Grass	27	11	16	59.25	-	2.11	1.29	3.73	-	
Teton	91	61	30	32.96	-	4.16	3.82	5.05	-	
Toole	78	52	26	33.33	-	3.56	3.50	3.67	-	
Treasure	5	-	5	100.00	-	1.29	-	4.31	-	
Valley	216	132	84	38.88	-	5.07	4.82	5.53	-	
Wheatland	16	11	5	31.25	-	1.45	1.43	1.52	-	
Wibaux	5	5	-	-	-	.92	1.18	-	-	
Yellowstone	2,030	1,117	913	44.97	44	5.80	5.10	6.95	7.30	
STATEWIDE	16,041	9,800	6,241	38.90	127	6.15	5.79	6.81	5.52	

MONTANA EMPLOYMENT BY RACE - COUNTY AND STATEWIDE^{1/}

	Total	Male	Female		Spanish-American ^{2/}	Minority
			Total	%		
Beaverhead	3,121	2,104	1,017	32.58	35	5
Big Horn	3,163	2,217	946	29.90	118	778
Blaine	2,080	1,413	667	32.06	8	250
Broadwater	887	608	279	31.45	-	-
Carbon	2,393	1,654	739	30.88	8	-
Carter	805	576	229	28.44	-	-
Cascade	26,271	16,232	10,039	38.21	247	436
Chouteau	2,432	1,819	613	25.20	29	24
Custer	4,466	2,750	1,716	38.42	58	5
Daniels	1,090	762	328	30.09	13	-
Dawson	4,235	2,843	1,392	32.86	25	11
Deer Lodge	5,288	3,628	1,660	31.39	73	121
Fallon	1,453	1,019	434	29.86	-	-
Fergus	4,329	2,851	1,478	34.14	-	36
Flathead	12,278	8,272	4,006	32.62	93	90
Gallatin	12,129	7,744	4,385	36.15	80	93
Garfield	718	506	212	29.52	-	-
Glacier	3,132	1,983	1,149	36.68	14	721
Golden Valley	369	238	131	35.50	13	-
Granite	948	710	238	25.10	21	4
Hill	6,233	4,008	2,225	35.63	23	337
Jefferson	1,688	1,055	633	37.50	8	10
Judith Basin	990	755	235	23.73	4	9
Lake	4,507	2,875	1,632	36.21	20	537
Lewis & Clark	13,989	8,108	5,881	42.04	149	172
Liberty	863	604	259	30.01	-	-
Lincoln	6,007	4,492	1,515	25.22	23	44
Madison	1,030	790	240	23.30	-	3
McCone	1,889	1,255	634	33.56	-	14
Meagher	804	600	204	25.37	-	6
Mineral	1,047	664	383	36.58	-	-
Missoula	21,349	13,463	7,886	36.93	152	284
Musselshell	1,333	874	459	34.43	5	-
Park ^{3/}	4,259	2,700	1,559	36.60	49	15
Petroleum	261	210	51	19.54	-	-
Phillips	1,945	1,294	651	33.47	8	66
Pondera	2,412	1,695	717	29.72	-	75
Powder River	1,115	778	337	30.22	-	6
Powell	2,332	1,560	772	33.10	28	24
Prairie	725	509	216	29.79	-	-
Ravalli	4,845	3,305	1,540	31.78	77	111
Richland	3,311	2,278	1,033	31.19	50	7
Roosevelt	3,196	1,967	1,229	38.45	-	554
Rosebud	2,238	1,436	802	35.83	-	411
Sanders	2,185	1,452	733	33.54	-	69
Sheridan	1,943	1,447	496	25.52	-	10
Silver Bow	14,543	9,449	5,094	35.02	155	84
Stillwater	1,529	1,125	404	26.42	7	6
Sweet Grass	1,249	837	412	32.98	-	-
Teton	2,096	1,533	563	26.86	20	16
Toole	2,113	1,431	682	32.27	-	18
Treasure	380	269	111	29.21	-	-
Valley	4,036	2,603	1,433	35.50	-	127
Wheatland	1,080	757	323	29.90	-	-
Wibaux	533	417	116	21.76	-	-
Yellowstone	32,966	20,747	12,219	37.06	558	346
STATEWIDE	244,608	159,271	85,337	34.58	2,171	5,939

MONTANA CIVILIAN LABOR FORCE BY RACE - COUNTY AND STATEWIDE

	Total	Male	Female		Spanish-American ^{2/}		Minority	
			Total	%	Total	%	Total	%
Beaverhead	3,310	2,207	1,103	33.32	35	1.05	5	.15
Big Horn	3,317	2,332	985	29.69	118	3.55	852	25.68
Blaine	2,327	1,599	728	31.28	8	.34	391	16.80
Broadwater	920	623	297	32.28	-	-	-	-
Carbon	2,524	1,735	789	31.25	8	.31	-	-
Carter	825	596	229	27.75	-	-	4	.48
Cascade	28,101	17,160	10,941	38.93	263	2.04	574	.93
Chouteau	2,479	1,854	625	25.21	29	1.16	24	.96
Cuater	4,684	2,893	1,791	38.23	58	1.66	5	.10
Daniels	1,094	762	332	30.34	13	1.18	-	-
Dawson	4,371	2,935	1,436	32.85	25	.57	11	.25
Deer Lodge	5,686	3,775	1,911	33.60	84	1.47	144	2.53
Fallon	1,536	1,081	455	29.62	-	-	-	-
Fergus	4,554	2,979	1,575	34.58	-	-	43	.94
Flathead	13,613	9,187	4,426	32.51	103	.75	115	.84
Gallatin	12,828	8,154	4,674	36.43	80	.52	97	.75
Garfield	735	518	217	29.52	-	-	-	-
Glacier	3,582	2,330	1,252	34.95	14	.39	991	27.66
Golden Valley	387	244	143	36.95	13	3.35	-	-
Granite	999	746	253	25.32	21	2.10	4	.40
Hill	6,511	4,126	2,385	36.63	23	.35	408	6.26
Jefferson	1,768	1,110	658	37.21	8	.45	10	.56
Judith Basin	1,018	771	247	24.26	4	.39	9	.88
Lake	4,821	3,108	1,713	35.53	20	.41	583	12.09
Lewis & Clark	14,710	8,545	6,165	41.91	149	1.01	182	1.23
Liberty	867	608	259	29.87	-	-	-	-
Lincoln	6,697	4,995	1,702	25.41	28	.41	49	.73
Madison	1,054	804	250	23.71	-	-	3	.28
McCone	2,003	1,315	688	34.34	-	-	14	.69
Meagher	862	646	216	25.05	-	-	6	.69
Mineral	1,216	801	415	34.12	-	-	-	-
Missoula	23,104	14,513	8,591	37.18	177	.76	320	1.38
Musselshell	1,440	949	491	34.09	5	.34	-	-
Park ^{1/}	4,512	2,859	1,653	36.63	49	1.08	20	.44
Petroleum	261	210	51	19.54	-	-	-	-
Phillips	2,032	1,349	683	33.61	8	.39	75	3.69
Pondera	2,492	1,749	743	29.81	-	-	91	3.65
Powder River	1,148	799	349	30.40	-	-	6	.52
Powell	2,446	1,625	821	33.56	28	1.14	24	.98
Prairie	735	519	216	29.38	-	-	-	-
Ravalli	5,261	3,583	1,678	31.89	77	1.46	111	2.10
Richland	3,463	2,383	1,080	31.18	50	1.44	7	.20
Roosevelt	3,506	2,192	1,314	37.47	-	-	737	21.02
Rosebud	2,346	1,505	841	35.84	-	-	481	20.50
Sandera	2,480	1,692	788	31.77	-	-	73	2.94
Sheridan	2,003	1,507	496	24.76	-	-	10	.49
Silver Bow	15,483	9,944	5,539	35.77	173	1.11	102	.65
Stillwater	1,617	1,171	446	27.58	7	.43	6	.37
Sweet Grass	1,276	848	428	33.54	-	-	-	-
Teton	2,187	1,594	593	27.11	20	.91	16	.73
Toole	2,191	1,483	708	32.31	-	-	18	.82
Treasure	385	269	116	30.12	-	-	-	-
Valley	4,252	2,735	1,517	35.67	-	-	161	3.78
Wheatland	1,096	768	328	29.92	-	-	-	-
Wibaux	538	422	116	21.56	-	-	-	-
Yellowstone	34,996	21,864	13,132	37.52	602	1.72	393	1.12
STATEWIDE	260,649	169,071	91,578	35.13	2,300	.88	7,175	2.75

MONTANA TOTAL POPULATION BY RACE - COUNTY AND STATEWIDE^{1/}

	Total	Spanish-2/ American ^{2/}		Negro	Indian	Japa- nese	Chi- nese	Fili- pino	Other ^{3/}	Minority	
		Total	%							Total	%
Beaverhead	8,187	113	1.38	7	31	2	2	1	6	49	.59
Big Horn	10,057	355	3.52	9	3,917	45	-	13	55	4,039	40.17
Blaine	6,727	47	.69	-	1,562	15	1	-	6	1,584	23.54
Broadwater	2,526	-	-	-	22	1	-	-	-	23	.91
Carbon	7,030	8	.11	7	29	9	1	-	12	58	.81
Carter	2,014	-	-	1	3	2	-	-	3	9	.46
Cascade	81,746	1,208	1.47	1,067	1,509	103	44	103	200	3,026	3.69
Chouteau	6,473	51	.78	-	153	6	-	5	3	167	2.57
Custer	12,174	182	1.49	6	65	9	-	2	31	113	.91
Daniels	3,083	32	1.03	-	16	-	-	-	2	18	.58
Dawson	11,269	69	.61	2	50	7	1	2	11	73	.64
Deer Lodge	15,652	248	1.58	106	240	7	5	15	35	408	2.60
Fallon	4,050	-	-	-	13	-	1	-	3	17	.41
Fergus	12,611	12	.09	24	65	10	1	1	7	108	.86
Flathead	39,460	416	1.05	30	327	35	8	10	59	469	1.18
Gallatin	32,505	223	.68	39	99	30	47	12	75	302	.92
Garfield	1,501	-	-	-	-	-	-	-	2	2	.11
Glacier	11,078	54	.48	3	4,576	3	2	3	29	4,616	42.80
Golden Valley	814	25	3.07	-	1	-	-	-	-	1	.10
Granite	2,854	36	1.26	-	20	1	-	-	-	21	.76
Hill	17,358	41	.23	79	1,607	36	19	6	14	1,761	10.14
Jefferson	5,238	16	.30	8	64	1	4	2	8	87	1.66
Judith Basin	2,667	4	.14	2	7	-	2	-	-	11	.41
Lake	14,445	45	.31	16	2,199	1	2	-	25	2,243	15.51
Lewis & Clark	33,281	290	.87	69	486	20	27	9	44	655	1.96
Liberty	2,288	-	-	-	9	-	-	-	3	12	.52
Lincoln	18,134	66	.36	4	209	3	-	4	28	248	1.37
Madison	2,875	-	-	-	17	-	-	-	1	18	.62
McCone	5,014	-	-	3	78	1	-	-	10	92	1.84
Meagher	1,966	-	-	1	12	2	-	-	10	25	1.27
Mineral	3,114	-	-	2	16	1	-	1	2	22	.74
Missoula	58,263	639	1.09	78	660	50	28	8	118	942	1.61
Musselshell	3,734	16	.42	-	2	2	-	-	1	5	.13
Nevada	11,243	107	.95	4	32	8	6	1	8	59	.51
Petroleum	640	-	-	-	2	-	-	-	-	2	.25
Phillips	5,421	52	.95	1	258	3	-	-	9	271	5.00
Pondera	6,611	7	.10	1	546	1	-	-	8	556	8.41
Powder River	2,862	-	-	1	34	1	-	-	3	39	1.35
Powell	6,660	128	1.92	2	98	10	1	1	9	121	1.81
Prairie	1,769	-	-	-	13	-	-	-	-	13	.73
Ravalli	14,392	214	1.48	105	142	-	9	2	19	277	1.92
Richland	9,837	134	1.36	1	40	3	5	-	11	60	.60
Roosevelt	10,365	29	.27	4	3,110	30	8	-	12	3,164	30.70
Posebud	6,032	16	.26	3	1,820	1	-	-	5	1,829	30.32
Sanders	7,093	75	1.05	1	384	5	-	1	5	396	5.58
Sheridan	5,779	-	-	1	42	2	-	-	4	49	.84
Silver Bow	41,981	713	1.69	53	359	8	15	15	56	506	1.20
Stillwater	4,632	15	.32	6	23	-	-	1	7	37	.79
Sweet Grass	2,980	-	-	-	2	-	-	-	-	2	.06
Teton	6,116	43	.70	4	45	1	-	-	-	50	.81
Toole	5,839	19	.32	-	63	4	-	-	1	68	1.16
Treasure	895	39	4.35	-	1	-	-	-	4	5	.46
Valley	11,645	9	.07	18	972	8	3	2	10	1,013	8.69
Wheatland	2,529	-	-	-	17	4	-	-	1	22	.86
Wibaux	1,449	-	-	-	-	1	-	-	-	1	.07
Yellowstone	87,401	1,975	2.25	227	1,063	82	47	16	167	1,602	1.83
STATEWIDE	694,409	7,771	1.11	1,995	27,130	574	289	236	1,142	31,366	4.52

FOOTNOTES

- 1/ These data were produced from the second and fourth counts of the 1970 Census of Population as this is the only source of this type of information currently available.
- 2/ The 1970 Census of Population enumerated Spanish-American as mostly white but also some Negroes and other races.
- 3/ Includes all other racial groups not elsewhere classified, such as Hawaiian, Korean, Aleut, Eskimo, Malayan, Polynesian, etc.
- 4/ Includes those persons living within the Montana boundaries of Yellowstone National Park.

PROGRAM SUMMARY

PRIME SPONSOR LIAISON OFFICIAL (1)

DAVID E. FULLER, Executive Director
Governor's Manpower Planning Council

GRANT NO. (2)

30-4-047-10

INITIAL TITLE II FUNDS (3)

N/A

TOTAL TITLE II FUNDS (4)

N/A

(5) PRIME SPONSOR/SUB GRANTEE	DISTRIBUTION OF FUNDS AND JOBS				
	(6) TYPE OF UNIT	(7) AREA SERVED	(8) POPULATION	(9) NO. OF JOBS	(10) FUNDS
Prime Sponsor- Office of the Governor Manpower Planning	State Agency	14 Counties	374,051	40	318,000
Sub Grantee- Employment Security Division					
(11) TOTAL				40	318,000
(12) OTHER ACTIVITIES					
(13) TOTAL					318,000

LETTER OF AGREEMENT

DELIVERY OF STATEWIDE MANPOWER SERVICES

This agreement is made and entered into by the Governor's Office, Manpower Planning, a prime sponsor, and the Butte-Silver Bow Anti-Poverty Council, also a prime sponsor for the purpose of providing for the delivery of manpower services in accordance with the Comprehensive Employment and Training Act of 1973.

Prime Sponsor Designations

CEP Prime Sponsorship for Lewis and Clark, Meagher, Broadwater, Jefferson, Silver Bow, and Deer Lodge Counties rests with the Butte-Silver Bow Anti-Poverty Council as designated under Section 102(A)(5) of the Comprehensive Employment and Training Act of 1973.

State Prime Sponsorship rests with the Governor's Office, Manpower Planning, as designated under Section 102(A)(a) of the Comprehensive Employment and Training Act of 1973.

Program Arrangement

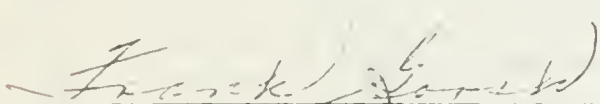
In order to facilitate delivery and to assure coordination of manpower services as described in Title I of the Comprehensive Employment and Training Act of 1973:

- 1) The Butte-Silver Bow Anti-Poverty Council as CEP Prime Sponsor, and the Montana State Employment Service, as sub-contractor, will administer the Concentrated Employment Program as established in the six-county CEP area, with direct funding from the Department of Labor.
- 2) Required representation from the Butte-Silver Bow Anti-Poverty Council, CEP Prime Sponsor, will be appointed to the State Manpower Services Council as described in Section 95.13(d) of the CETA regulation.
- 3) The Governor's Office, Manpower Planning, in administering the statewide base allocation under Title I of the Comprehensive Employment and Training Act of 1973, will: a) Allocate \$282,000 to Butte-Silver Bow Anti-Poverty Council to supplement institutional and OJT components of the Concentrated Employment Program. This amount will in turn be directly sub-contracted to the Montana State Employment Security Division for program operation. b) All other manpower activities will be operated on a statewide basis, and sub-granted to appropriate established manpower delivery agents as designated by the Manpower

Planning Council for the delivery of manpower services as described in the State Comprehensive Manpower Plan.

Counterparts

This Letter of Agreement may be executed in two counterparts each of which shall be deemed to be an original and such counterparts shall constitute one and the same instrument.



FRANK GORSH
Executive Director
Butte-Silver Bow Anti-Poverty Council



DAVID E. FULLER
Executive Director
Governor's Office
Manpower Planning

Date: June 6, 19 74

A. General Assurances

1. The grantee assures and certifies that:
 - a. It will comply with the requirements of the Comprehensive Employment and Training Act of 1973 (P.L. 93-203, 87 Stat. 839), hereafter referred to as the Act, and with the regulations and policies promulgated thereunder; and
 - b. It will comply with OMB Circulars numbers A-87, A-95, and A-102, as those circulars relate to the utilization of funds, the operation of programs, and the maintenance of records, books, accounts, and other documents under the Comprehensive Employment and Training Act.
2. The applicant further assures and certifies that if the regulations promulgated pursuant to the Act are amended or revised, it shall comply with them or will notify the Assistant Regional Director for Manpower (ARDM) within 30 days after promulgation of the amendments or revision that it cannot so conform, so that the ARDM may terminate the grant.
3. In addition to the requirements of 1. and 2. above, and consistent with the regulations issued pursuant to the Act, all applicants make the following further assurances and certifications:
 - a. It possesses legal authority to apply for the grant; a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required;
 - b. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-354) and in accordance with Title VI of the Act. No person in the United States shall on the ground of race, color, sex, or national origin,

Assurances and Certifications

be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement.

- c. It will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.
- d. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally assisted programs.
- e. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
- f. The program under the Act does not involve political activities.
- g. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
- h. It will give the Department of Labor and the Comptroller General, through any authorized representative, the access to and the right to examine all records, books, papers or documents related to the grant.
- i. No person with responsibilities in the operation of any program under the Act will discriminate with respect to any program participant or any applicant

for participation in such program because of race, creed, color, national origin, sex, political affiliation or beliefs. (Sec. 603(1), 612)

- j. Participants in the program will not be employed on the construction, operation or maintenance of that part of any facility which is used for religious instruction or worship. (Sec. 603(3))
- k. Appropriate standards for health and safety in work and training situations will be maintained. (Sec. 603(5))
- l. Conditions of employment or training will be appropriate and reasonable with regard to the type of work, the geographical region and the proficiency of the applicant. (Sec. 603(4))
- m. Appropriate workman's compensation protection will be provided to all participants. (Sec. 603(6))
- n. The program will not result in the displacement of employed workers or impair existing contracts for services or result in the substitution of Federal funds for other funds in connection with work that would otherwise be performed. (Sec. 603(7))
- o. Training will not be for any occupations which require less than two weeks of pre-employment training, unless immediate employment opportunities are available in that occupation. (Sec. 603(8))
- p. Training and related services will, to the maximum extent practicable, be consistent with every individual's fullest capabilities and lead to employment opportunities which will enable participants to become economically self-sufficient. (Sec. 603(9), 105(a)(6))
- q. Institutional skill training and training on the job shall only be for occupations in which the Secretary or the prime sponsor has determined there is reasonable expectation for employment. (Sec. 603(10))

Assurances and Certifications

- r. CETA funds will, to the extent practicable, be used to supplement, rather than supplant, the level of funds that would otherwise be available for the planning and administration of programs under the prime sponsor's grant. (Sec. 603(11))
- s. It will submit reports as required by the Secretary and will maintain records and provide access to them as necessary for the Secretary's review to assure that funds are being expended in accordance with the purposes and provisions of the Act, including the maintenance of records to assist the Secretary in determining the extent to which the program meets the special needs of disadvantaged, chronically unemployed, and low income persons for meaningful employment opportunities. (Sec. 603(12), 311(c))
- t. The program will, to the maximum extent feasible, contribute to the occupational development or upward mobility of individual participants. (Sec. 603(13))
- u. The program has adequate administrative and accounting controls, personnel standards, evaluation procedures, availability of in-service training and technical assistance programs, and other policies as may be necessary to promote the effective use of funds. (Sec. 603(14))
- v. The program makes appropriate provision for the manpower needs of youth in the area served. (Sec. 603(15)), and will assure that
 - (1) Individuals receiving training on the job shall be compensated by the employer of such rates, including periodic increases, as may be deemed reasonable under regulations prescribed by the Secretary, but in no event at a rate less than that specified in Section 6(a)(1) of the Fair Labor Standards Act of 1938 or, if higher, under the applicable State or local minimum wage law. (Sec. 111(b))
 - (2) Persons employed in public service jobs under this Act shall be paid wages which shall not

be lower than whichever is the highest of
 (a) the minimum wage which would be
 applicable to the employee under the Fair
 Labor Standards Act of 1938, if
 section 6(a)(1) of such title applies to the
 participant and if he were not exempt under
 section 13 thereof, (b) the State or local
 minimum wage for the most nearly comparable
 covered employment, or (c) the prevailing
 rates of pay for persons employed in similar
 public occupations by the same employer.
 (Sec. 208(a)(2))

w. It will comply with the labor standards require-
 ments set out in section 606 of the Act.

x. It will comply with all requirements imposed by
 the Department of Labor concerning special
 requirements of law, program requirements, and
 other administrative requirements approved in
 accordance with Office of Management and Budget
 Circular No. A-102.

y. Services and activities provided under this Act
 will be administered by or under the supervision
 of the applicant. (Sec. 105(a)(1)(D)) (Sec. 205
 (c)(1))

4. The applicant further assures and certifies that
 neither it nor any other units planned for participa-
 tion in the project are listed on a debarred list due
 to violations of Titles VI or VII of the Civil Rights
 Act of 1964, nor are any proposed parties to the
 contract aware of any pending action which might
 result in such debarment.

B. Additional Assurances for Title I Programs

In carrying out programs under Title I of the Act, the
 applicant assures and certifies that:

1. Manpower services, including job development, will
 be provided to those most in need of them including
 low income persons and persons of limited English-
 speaking ability, and that the need for continued

Assurances and Certifications

funding of programs of demonstrated effectiveness is considered in serving such persons.
(Sec. 105(a)(1)(D))

2. Programs of institutional skill training will be designed for occupations in which skill shortages exist. (Sec. 105(a)(6))
3. The plan meets all the requirements of section 105(a) and that the applicant will comply with all provisions of the Act. (Sec. 105(b))
4. It will make such arrangements as are prescribed by regulation to assist the Secretary in carrying out his responsibilities under sections 105 and 108 of the Act. (Sec. 105(a)(7))

C. Additional Assurances Relating to Public Service Employment Programs and All Activities Funded Under Title II

The grantee also will:

1. assure, for programs under Title II of the Act, that only persons residing within the areas of substantial unemployment qualifying for assistance will be hired to fill jobs created under Title II of the Act, and that the public services provided by such jobs shall, to the extent feasible, be designed to benefit the residents of such areas; (Sec. 205(c)(3))
2. assure that special consideration will be given to the filling of jobs which provide sufficient prospects for advancement or suitable continued employment by providing complementary training and manpower services designated to (1) promote the advancement of participants to employment or training opportunities suitable to the individuals involved, whether in the public or private sector of the economy, (2) provide participants with skills for which there is an anticipated high demand, or (3) provide participants with self-development skills; provided however that nothing contained in this paragraph shall be construed to preclude persons or programs for whom the foregoing goals are not feasible or appropriate; (Sec. 205(c)(4))

3. assure (1) that special consideration in filling jobs will be given to unemployed persons who served in the armed forces in Indochina or Korea on or after August 5, 1964, in accordance with criteria established by the Secretary (and who have received other than dishonorable discharges), and (2) that it shall (i) make special efforts to acquaint such veterans with the program and the public service jobs available to veterans under the Act, and (ii) coordinate efforts in behalf of such veterans with those activities authorized by chapter 41 of Title 38, United States Code (relating to Job Counseling and Employment Services for Veterans), or carried out by other public or private organizations or agencies; (Sec. 205(c)(5))
4. assure that, to the extent feasible, public service jobs shall be provided in occupational fields which are most likely to expand within the public or private sector as the unemployment rate recedes; (Sec. 205(c)(6))
5. assure that special consideration in filling transitional public service jobs will be given to unemployed persons who are the most severely disadvantaged in terms of the length of time they have been unemployed and their prospects for finding employment without assistance, but such special consideration shall not authorize the hiring of any person when any other person is on lay-off from the same or any substantially equivalent job; (Sec. 205 (c)(7))
6. assure that no funds will be used to hire any person to fill a job opening created by the action of an employer in laying off or terminating the employment of any other regular employee not supported under the Act in anticipation of filling the vacancy so created by hiring an employee to be supported under the Act; (Sec. 205 (c)(8))
7. assure that due consideration be given to persons who have participated in manpower training programs for whom employment opportunities would not be otherwise immediately available;

Assurances and Certifications

8. assure that periodic review procedures established pursuant to section 207(a) of the Act will be complied with; (Sec. 205(c)(17))
9. assure that agencies and institutions to whom financial assistance is made available under this title have undertaken or will undertake, analyses of job descriptions and reevaluations and, where shown necessary, revisions of qualification requirements at all levels of employment, including civil service requirements and practices relating thereto, in accordance with regulations prescribed by the Secretary, with a view toward removing artificial barriers to public employment of those whom it is the purpose of Title II to assist; (Sec. 205(c)(18))
10. assure that, where appropriate, it will maintain or provide linkages with upgrading and other manpower programs for the purpose of (1) providing those persons employed in public service jobs who want to pursue work with the employer, in the same or similar work, with opportunities to do so and to find permanent, upwardly mobile careers in that field, and (2) providing those persons so employed who do not wish to pursue permanent careers in such field, and (3) providing those persons so employed who do not wish to pursue permanent careers in such field, with opportunities to seek, prepare for, and obtain work in other fields; (Sec. 205(c)(19))
11. assure that all persons employed under any program, other than necessary technical, supervisory, and administrative personnel, will be selected from among unemployed and underemployed persons; (Sec. 205(c)(20))
12. assure that the program will, to the maximum extent feasible, contribute to the elimination of artificial barriers to employment and occupational advancement, including civil service requirements which restrict employment opportunities for the disadvantaged; (Sec. 205(c)(21))

- Assurances and certifications
13. assure that not more than one-third of the participants in the program will be employed in a bona fide professional capacity (as such term is used in section 13(a)(1) of the Fair Labor Standards Act of 1938), except that this paragraph shall not be applicable in the case of participants employed as classroom teachers, and the Secretary may waive this limitation in exceptional circumstances; (Sec. 205(c)(22))
 14. assure that jobs will be allocated equitably to local governments and agencies taking into account the number of unemployed persons within their jurisdictions and the needs of the agencies; (Sec. 205 (c)(23))
 15. assure that the jobs in each job category in no way infringe upon the promotional opportunities which would otherwise be available to persons currently employed in public service jobs not subsidized under the Act, and assure that no job will be filled in other than an entry level position in each job category until applicable personnel procedures and collective bargaining agreements have been complied with; (Sec. 205(c)(24))
 16. assure that jobs are in addition to those that would be funded by the sponsor in the absence of assistance under this Act.

D. Special Certification for State Grantees

A State grantee further assures and certifies that it will comply with the requirements and provisions of section 106 and section 107 of the Act.

The applicant also certifies that the information in this application is correct to the best of its knowledge and belief and the filing of this application has been fully authorized.

State of Montana, Office of the Governor
(Legal Name of Applicant)

P.O. Box 169 Capitol Building
(Address)

[Signature]
(Signature of Authorized Officer)

Helena, Montana 59601

DAVID E. FULLER, Executive Director
(Typed Name & Title of
Authorized Officer)

11-11-61
(Date of Application)

COMPREHENSIVE EMPLOYMENT AND TRAINING PROGRAM

MODIFICATION NUMBER

501

GRANTOR

U.S. Department of Labor
Manpower Administration
16015 Federal Office Building
1961 Stout Street
Denver, Colorado 80202

GRANTEE

State of Montana
Office of the Governor
Capitol Building, PO Box 169
Helena, Montana 59601

This grant is entered into by the United States of America, Department of Labor, Manpower Administration, hereinafter referred to as Grantor and (Name of Prime Sponsor) State of Montana hereinafter referred to as Grantee. The Grantee agrees to operate a Comprehensive Employment and Training Program in accordance with the provisions of this agreement, including the Comprehensive Manpower Plan and such general and special assurances as are included herein. Subgrants and contracts extending no more than one year beyond the termination date of this grant may be entered into by the grantee.

A. GRANT PERIOD

This Grant agreement covers the period (Date) from July 1, 1974 through June 30, 1975 ~~xx~~

B. OBLIGATION

This action ☒ increases ☐ decreases ☐ does not change

the federal obligation for this grant by (this action) \$ 1,202,500 to (new level) \$ 2,004,200

C. TITLE AND FISCAL YEAR

TITLE	Planned	FISCAL YEAR		TOTAL Funding
	FY 1975			
TITLE I				
Base	4,008,420			2,004,200
Incentive				
Discretionary				
TITLE II				
Base				
Discretionary				
TITLE III				
Indians				
Migrant				
Other				
TOTAL	4,008,420			2,004,200

Due to the availability of resources at this time, total funding is \$2,004,200.

As additional resources become available additional funding will be accomplished by modification.

APPROVED FOR THE GRANTOR

BY

NAME AND TITLE U. E.
Contract

SIGNATURE

DATE

AUG 6 1974

APPROVED FOR THE GRANTEE

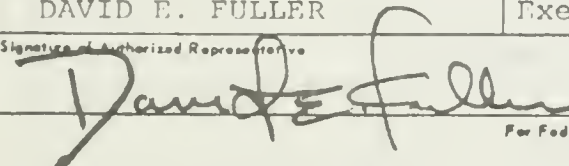
BY State of Montana
Office of the Governor
Manpower Planning

NAME AND TITLE
David E. Fuller
Executive Director

SIGNATURE

DATE

7/24/74

APPLICATION FOR FEDERAL ASSISTANCE (NONCONSTRUCTION PROGRAMS)		1. State Clearinghouse Identifier	
		2. Applicant's Application No. 30-4-034-18	
3. Federal Grantor Agency <u>U.S. Department of Labor</u> Organizational Unit <u>Manpower Administration</u> Administrative Office <u>1961 Stout Street</u> Street Address - P.O. Box <u>Denver, Colorado 80202</u> City State Zip Code		4. Applicant Name <u>State of Montana</u> <u>Office of the Governor</u> Department Division <u>PO Box 169, Capitol Building</u> Street Address - P.O. Box <u>Helena</u> <u>Lewis & Clark</u> City County <u>Montana</u> <u>59601</u> State Zip Code	
5. Descriptive Name of the Project Special Grants to Governors			
6. Federal Catalog No.		7. Federal Funding Requested \$ 494,728	
8. Grantee Type XX State, _____ County, _____ City, _____ Other (Specify)			
9. Type of Application or Request XX New Grant, _____ Continuation, _____ Supplement, _____ Other Changes (Specify)			
10. Type of Assistance XX Grant, _____ Loan, _____ Other (Specify)			
11. Population Directly Benefiting from the Project 694,409		13. Length of Project Twelve months	
12. Congressional District a. Statewide b.		14. Beginning Date July 1, 1974	
		15. Date of Application June 7, 1974	
16. The applicant certifies that to the best of his knowledge and belief the data in this application are true and correct, and that he will comply with the attached assurances if he receives the grant.			
Typed name DAVID E. FULLER		Title Executive Dir.	
Signature of Authorized Representative 		Telephone Number	
		AREA CODE 406	NUMBER 449-2787
For Federal Use Only			

SPECIAL GRANT - PROJECT OPERATING PLAN

C. GRANT NUMBER

30-4-034-18

a. GRANTEE'S NAME AND ADDRESS

Governor Thomas L. Judge
State Capitol
Helena, Montana 59601

b. PRIME SPONSOR'S NAME AND ADDRESS

State of Montana
Office of the Governor
P.O. Box 169 Capitol Building
Helena, Montana 59601

d. PERIOD COVERED BY GRANT
(Month, Day, Year)

From: 7-1-74 thru 6-30-75

e. MODIFICATION NUMBER

I. VOCATIONAL EDUCATION PROJECTS		PROGRAM YEAR-TO-DATE PLAN			
		9/30 (a)	12/31 (b)	3/31 (c)	6/30 (d)
A. Total Individuals to be served (Sum of A.1 and A.2)		145	290	435	605
1. Individuals entering this program year from regular CETA					
2. Individuals entering this program year from outside regular CLTA		145	290	435	605
3. Individuals carried over from previous year					
B. Total Individuals terminated (Sum of B.1 through B.4)		110	220	335	425
1. Placements		20	40	65	70
2. Other positive terminations		5	10	15	20
3. Transfer to regular CETA		80	160	240	315
4. Non-positive terminations		5	10	15	20
C. Number of individuals planned to be enrolled, end of quarter (A minus B)		35	70	100	180
D. Total projected expenditures (Equals I.E.2 below)		56.000	112.000	168.000	252.050
E. Summary Financial Plan (\$ in Thousands)					
1. Total Voc. Ed. funds available during this program year (Sum of E.1.a and E.1.b)					
a. Funds carried in from previous program year		0			
b. New funding		252.050			
2. Total projected expenditures for this program year (Sum of E.2.a through E.2.d)		252.050			
a. Administration		28.000			
b. Training		110.000			
c. Allowances		64.050			
d. Services		50.000			
II. STATE MANPOWER SERVICES COUNCIL (To be completed by State Prime Sponsor only)					
SUMMARY FINANCIAL PLAN (\$ in Thousands)					
A. Total SMSC funds available during this program year (Sum of A.1 and A.2)		40.335		B. Total projected expenditures for this program year (Sum of B.1 and B.2)	
1. Funds carried in from previous program year				State Manpower Services Council	
2. New funding		40.335		40.335	
1. Expended on State Manpower Services					
III. STATE MANPOWER SERVICES (To be completed by State Prime Sponsor only)		PROGRAM YEAR-TO-DATE PLAN			
		9/30 (a)	12/31 (b)	3/31 (c)	6/30 (d)
A. Total individuals to be served (Sum of A.1 and A.2)		2	6	12	14
1. Individuals entering this program year		2	6	12	14
2. Individuals carried over from previous program year					
B. Total Terminations (Sum of B.1 through B.3)			1	3	10
1. Placements			1	2	8
2. Other positive terminations				1	1
3. Non-positive terminations					1
C. Number of individuals planned to be enrolled, end of quarter (A minus B)		2	5	9	4
D. Total projected expenditures		21.873	85.795	139.654	201.630
E. Summary Financial Plan (\$ in Thousands)					
1. Total SMS funds available during this program year (Sum of E.1.a and E.1.b)		201.630			
a. Funds carried in from previous year		0			
b. New funding		201.630			
2. Total projected expenditures for this program year (Sum of E.2.a through E.2.f)		201.630			
a. Administration		162.189			
b. Allowances					
c. Wages		15.742			
d. Fringe benefits		.732			
e. Training		12.481			
f. Services		1.486			

SPECIAL GRANT PROJECT OPERATING PLAN BACKUP

Please note the tentative plans for prevocational training and services are planned to include the following slot levels. Training periods per individual may vary which means that a slot could be used to train one or more individuals. Due to the education and counseling, it is anticipated that the goals and objectives for the individual trainee will encourage movement towards vocational manpower training in a job related field. As many as 425 individuals may be contacted through resources provided by the Special Grant to Vocational Education. The prevocational training and services are planned to reach the following:

Billings area	40
Bozeman	10
Great Falls	40
Kalispell	15
Missoula	30
Glendive	15
Havre	10
Miles City	10

OVERVIEW FOR SPECIAL GRANT P.O.P. AND NARRATIVE

Plans for obligation of Vocational Education special grant funds include prevocational and adult basic education courses linked with Vocational Education Manpower Institutional training efforts.

Effort is being made to serve both the population and geographic needs. Most of the training will be conducted in the established and approved educational facilities.

Effort is being made to reach the disadvantaged who have not been trained due to WDTA policies which were to move the unemployed and underemployed to a job entry level as quickly as possible. The individual who needed basic education and prevocational training did not always meet the criteria.

Post release counselors will be supported by funds from the Vocational Education Special Grant. This will enable us to continue serving prison trained parolees. At present there are three counselors.

The prevocational training and services are planned to reach:

Billings area	40
Bozeman	10
Great Falls	40
Kalispell	15
Missoula	30
Glendive	15
Havre	10
Miles City	10

There are about 180 Montana State Prison trained parolees to whom we will bring followup services through the post release counselors. The post release counselors work closely with the local Employment Security Offices, the parolee officers call upon social services for support.

Evaluation, testing, counseling and training and other supportive services found to be needed are to be included in the Vocational Education program.

Since the administrative costs are less than twenty percent (20%) no breakdown of the costs are shown at this time.

NARRATIVE FOR SPECIAL GRANT P.O.P.

The training and services will be provided by the Vocational Education component of the Office of the Superintendent of Public Instruction upon receipt of funds from the Governor, with the approval of the Board of Public Education. A total of 425 individuals will enter training as a result of the Special Grant to Vocational Education. In addition to the newly entered, there will be about 180 post-prison parolees who are to be counseled by three counselors. This project started under MDTA and has been instrumental in reducing the recidivism rate. The counselors work with many agencies, most important of which are the Montana State Employment Service and the state parole offices.

The service to post-prison clientele means a savings to the taxpayers of Montana. It makes a taxpayer out of what could easily become a tax consumer. It takes about \$10,000 per year to maintain a prisoner in the Deer Lodge Institution. It takes about \$25,000 to apprehend, try and recommit a released prisoner.

Through the resources provided by the Special Grant and through the already designated adult and basic education programs, the Office of the Superintendent of Public Instruction will be instrumental in contacting and providing prevocational education to about 3,000 individuals. The total budgeted amount will be approximately \$500,000.

Prevocational training provided by the CETA Special Grant will provide education to individuals who lack the fundamental knowledge to enter vocational and technical training.

Time spent in adult basic education and in prevocational training will vary according to the needs of the individual. Where possible the open entry/open exit plan of operation will prevail.

The training is presently planned for a total of nine training institutions. List of the towns: Billings, Bozeman, Butte, Glendive, Great Falls, Helena, Kalispell, Miles City, and Missoula. Other areas may be added as needs become apparent.

Training is planned for class-sized groups and for individual trainee referrals. One of the goals is prevocational training for the urban Indian person who lacks the basic knowledge for entry into vocational training.

The Office of Superintendent of Public Instruction will provide the following services to meet the needs of the unemployed and underemployed:

- Basic Education and prevocational training
- Consumer Education
- Selection and approval of training agencies to satisfy the individual travel, when and where possible
- Selection and approval of training agencies
- Educational and career counseling
- Supervision and evaluation of training
- In-Service training through Mountain Plains, AMIDS, headquartered in Denver
- Coordination with other training agencies on a state and local level
- Timely informative reporting
- Open conventions to promote adequate flow of information
- Maintenance of adequate records
- Orientation to needs of industry and business and labor
- Training and counseling for ex-offenders who have been in-prison trainees and have earned parole.

Due to the shortness of the majority of the skill training programs, the efforts of the CETA vocational education component will cooperate with training institutions, state and local agencies to enhance the possibilities for each trainee to enter and hold a position in his/her chosen vocation. Through educational counseling, the individual trainee will be encouraged to have a positive attitude about himself/herself.

A positive attitude toward labor, toward the dignity of having learned a skill, and a belief in one's self will be developed where possible through the occupational and educational counselors.

Because of the indepth counseling to be applied, the open entry/open exit/one-to-one instruction, the cost effectiveness in the special grant performance will be regarded as secondary.

Continuing interagency cooperation is necessary. The CETA institutional administrative costs plus the administrative costs of the special grant amount to less than half of the twenty percent (20%) level when a detailed discussion would become necessary. Training programs using CETA funds will be conducted under careful budget management in order that clients receive maximum benefits from funds expended.

Under the special grant, the Vocational Education component of the Office of the Superintendent of Public Instruction, with the consent of the Board of Public Education, will become more involved in manpower training and adult education. Such manpower functions as surveys of job needs, surveys of jobs available, manpower training evaluation, manpower counseling, labor, industrial and commodity education will be encouraged.

The Vocational Education component is aware of the probable needs for modification. It is anticipated that an increase in demands for services will be forthcoming.

The Vocational Education component is aware of the significance of reporting requirements. The report forms have been received. Reporting requirements will ensure careful budget management and the successful delivery of services.

PROGRAM NARRATIVE FOR SPECIAL GRANT P.O.P.

The training and services to be provided by the Vo-Ed Board to

the prime sponsor upon receipt of the necessary funds from the Governor.

1. Through the resources provided by CETA, a special grant, and the ABF resources of the Office of the Superintendent of Public Instruction, the Board of Public Education, also functioning as the Board of Vocational Education, will provide classroom training and related services required by the prime sponsor for the CETA program. This will be done by the Vocational Education component of the Office of the Superintendent of Public Instruction.

Such services shall be designed to meet identified needs of clients in training and will include items as listed below.

- Basic Education, GED, Consumer Education
- Prevocational Training
- Selection and Approval of Training Agencies
- Educational Counseling and Career Counseling
- Supervision and Evaluation of Training
- Inservice Staff Training
- Coordination with Other Agencies
 - Timely Reporting
 - Flow of Information as Needed
 - Maintenance of Adequate Records
- Orientation to Industry and Business
- Training and Counseling for Ex-Offenders
- Surveys and Enrollment efforts to Enhance Prevocational Education

2. The objectives and need for services and training

The prime objective of this training and related services is to prepare each trainee to enter and successfully hold the type of job for which he had been training.

A second objective is to enable each trainee to economically sustain self and dependents.

A third objective is to enable the trainee to develop dignity, self-confidence and a feeling of self worth.

To attain these objectives, the training must help the trainee obtain the knowledge and skills needed for entry in a selected job or job category.

It must help the trainee acquire attitudes which will tend

to enhance progress in training and on the job.

The development of self-confidence and self-worth must thread throughout the training process, with special input from occupational and educational counselors.

The training institution will identify the needs of each individual and provide the services to meet them. It will coordinate with other agencies in the total preparation of the trainee. It must know how well each objective was reached and at what cost.

3. The results and benefits expected from these services and training.

Perfection is 100% achievement of all objectives and goals. It is almost never reached but serves as a target to strive toward.

In any given class, there will be varying degrees of proficiencies and knowledge developed. In a few cases, individuals may need to be reassessed and rescheduled through counseling and mutual understanding into training which may be more suitable to their particular limitations.

Realistically, it is hoped that class completers will reach between 85 and 90 percent and that placements will not be far behind.

In basic education, all participants should reach a good functional level in the communication and mathematical skills. Also, those that strive for GED certificates should achieve this goal, even if "retakes" are required.

Much will depend on the coordinated counseling services from the Employment Service in occupational counseling and the training agency in educational counseling.

The development of positive attitudes will enable trainees to function better on and off the job.

The evaluation of training is an important function and must be a continuous process. This will enable both the school and the prime sponsor's staff to assess the progress to date and recommend what changes, if any, should be made to improve the program.

Accountability information to the prime sponsor's staff will provide necessary data for required reports. Cost/effectiveness in various measurements can be supplied as needed.

4. How these services and training are being coordinated with the prime sponsor's CETA grant activities.

The projected client groups listed in the proposed CETA Project Operating Plan (P.O.P.) lists 471 disadvantaged individuals in 7 categories. It is expected that all of these people will need counseling, about one-fourth may need basic education, GED or prevocational training.

About 90 ex-offenders will need vocational training and subsequent post-release counseling. About 90 others already released will continue to need post-release counseling following successful job entry.

Of the 400 individuals to be trained in occupational skills, about half will be trained in class-sized groups, and the other half will be referred to vocational education institutions on an individual referral basis for training in their selected vocations. (See attached tentative project training list).

This office will be responsible for making arrangements for training; will see that the training is implemented; will assist in the monitoring and evaluation of the training; will provide reports and information to the CETA Manpower Planning and Advisory Committee for their reference and use.

The measurement of success in this program will correlate closely with continuing interagency communications and cooperation.

U.S. DEPARTMENT OF LABOR
Manpower Administration

VOCATIONAL EDUCATION AGREEMENT SIGNATURE SHEET

1. PRIME SPONSOR

State of Montana
Office of the Governor
P.O. Box 169 Capitol Building
Helena, Montana 59601

2. VOCATIONAL EDUCATION BOARD

Board of Public Education
Office of the Superintendent of Public
Instruction
State Capitol
Helena, Montana 59601

Pursuant to Section 112(c) of the Comprehensive Employment and Training Act of 1973, this Agreement is entered in-
to by the State Vocational Education Board of (3. Name of State) Montana and
(4. Name of Prime Sponsor) Thomas L. Judge, Governor

This Agreement consists of this sheet, the Project Operating Plan and the Program Narrative.

As per this Agreement the State Vocational Education Board of (5. Name of State) Montana
is committed to provide for the Prime Sponsor the training and services outlined in the Program Narrative. These ser-
vices and training will be provided upon receipt of funds from the Governor.

6. The estimated costs of these services and training by cost category are:

COST CATEGORY	ESTIMATED COSTS
Training	110,000
Administration	28,000
Allowances	64,000
Services To Clients	50,000
TOTAL	252,000

7. APPROVED FOR THE PRIME SPONSOR

BY 
NAME AND TITLE
DAVID E. FULLER
Executive Director

SIGNATURE 

8. APPROVED FOR THE VOCATIONAL EDUCATION BOARD

BY 
NAME AND TITLE
BENJAMIN ULMER
Director, Vocational & Occupational
Education

SIGNATURE 

(ii) State Manpower Services Council Program Narrative.

- (A) The membership of the State Manpower Services Council shall be consistent with the requirements of the Act and section 95.13 of the Rules and Regulations. However, because the Governor has not yet been able to make final determinations on appointments, only rough guidelines can be presented at this time. As soon as the membership is officially determined, the list will be submitted.

The membership will include one third representation from other prime sponsors. There will be approximately three representatives of Indian Tribes Prime Sponsors and one representative of the Concentrated Employment Program prime sponsor.

There will be one representative from the Vocational Education Board, one from the Public Employment Service and possibly one from the Department of Social and Rehabilitative Services.

One member will represent labor, one business and industry, and one the general public.

Finally, there will be approximately three representatives of community based organizations and the client community.

- (B) The chairman of the State Manpower Services Council will be designated after the membership is appointed.
- (C) Plans submitted by other Prime Sponsors will be reviewed by the State Manpower Services Council. The plans will be checked for completeness, accuracy, and to ensure effective coordination of manpower services throughout the state.
- (D) The monitoring of other Prime Sponsor's activities and state manpower programs will be conducted by the monitoring staff or the Manpower Services Council. The system will include on-site visits and a thorough reporting system.
- (E) The annual report to the Governor will present a summation of the findings which result from the Council's monitoring and evaluation function. The report will contain recommendation regarding program plans, basic goals, policies and procedures. In addition, the report will contain a continuing analysis of needs for employment, training related services with suggestions for alternatives which would cause these needs to be better met.

(F) The Governor does not plan to use the funds authorized for the Council under Section 103(d) for state services under Section 106.

(iii) A description for each activity, the planned costs, and the planned results.

- (A) All State agencies which operate manpower and manpower related programs have been invited to participate in the planning process. The Manpower Planning Council's membership provides broad representation to state agencies providing manpower services. Each agency has been included in the process of making any decision which will affect their operation. This on-going open communication will ensure cooperation in the implementation of the over-all manpower program
- (B) The representation of other Prime Sponsors, and other agencies which have significant resources and facilities, on the Manpower Services Council will ensure that there is a minimum duplication of effort. This opportunity for communication, along with the monitoring system's on-site visits, will guarantee that the administration of the program is designed to meet the needs of the areas to be served in the most efficient and economical manner. Presently operating agencies and in place training sites will be used whenever it is available and convenient.
- (C) Manpower and manpower related agencies will be coordinated through membership or ex-officio membership on the State Manpower Services Council and the State Manpower Planning Council.
- (D) The State of Montana will assist the Secretary of Labor under 38 U.S.C. 2012(a) by requiring, through contracts, each contractor and subcontractor, of Title I programs under the Act, to list all suitable employment openings with the State Employment Service local offices.
- (E) The youth work experience programs will be contracted to the Human Resources Division and subcontracted to local level community based organizations. These organizations will be charged with servicing areas, based on A95 planning district boundaries, in an equitable manner. All other programs will be contracted on a statewide basis and will consequently, serve all areas of the state.

(F) A description of the provisions which have been made for:

(1) Coordination with the CEP Prime Sponsor has been provided for through communication and discussion which resulted in the formal letter of agreement. Total coordination will be continued through representation of Prime Sponsors, to the appropriate extent, on the Manpower Services Council.

(2) Normal communication channels will be used for the exchange of information between other state, intra-state, and regional planning activities. Members of the various planning staffs sit on several advisory councils which allows for continued exchange of ideas and information.

(3) The Manpower plans in the state will be reviewed by the Manpower Services Council and a letter of agreement will be developed. This combination of review and discussion will coordinate the plans to eliminate conflicts and duplication of services.

(G) A description of the activities allowable under Section 106(c) of the Act, which Montana chooses to provide.

(1) N/A

(2) N/A

(3) Information will be developed relating to such concerns as the coal development problem, other energy related problems, the seasonal employment problem, and the low per capita income problem in Montana. Approximately twenty thousand dollars will be spent for internal staff costs or with external sources such as Information Services of the Department of Intergovernmental Relations, various departments of the universities, and the Research Unit of the Employment Service Bureau.

(4) Information and technical assistance will be provided to other Prime Sponsors, and sub-contractors upon request and without reimbursement. Montana has six area boards to allow for localized planning and these boards will also need special training and assistance. Approximately thirty thousand dollars will be allocated for these purposes.

(5) Approximately forty-two thousand dollars will be allocated for special model training and employment programs and related services. These programs are largely in the

formative stages but the Prime Sponsor hopes to be involved in several of them. One specific example of a program under consideration is one which would be funded jointly with Montana's Chamber of Commerce. This is a three phase program which would study the problems of Indian employment, provide pilot employment experiments on solving the problem and finally provide education for employers on how to deal with and retain Indian employees.

SPECIAL GRANT TO GOVERNORS
SIGNATURE SHEET

GRANT NUMBER

30-5-034-18

MODIFICATION NUMBER

GRANTOR (Issuing Office)

U.S. Department of Labor
Manpower Administration
1961 Stout Street
Denver, Colorado 80202

GRANTEE

Office of the Governor
State of Montana
State Capitol
Helena, Montana 59601

This Grant is entered into by the United States of America, Department of Labor, Manpower Administration, hereinafter referred to as Grantor and (Name of Prime Sponsor) State of Montana hereinafter referred to as Grantee.

The Grantee agrees to operate this Special Grant in accordance with the provisions of this agreement, including the Special Grant Plan which is made part of this agreement by reference, and such general and special assurances as are included herein.

A. GRANT PERIOD

This Grant agreement covers the period (Date) from July 1, 1974 to July 1, 1975

B. MODIFICATION

This action ☒ increases ☐ decreases ☐ does not change the federal obligation for this grant by (action) \$98,800.00 to a total obligation of (new level) \$98,800.00

C. FUND IDENTIFICATION * Due to the availability of resources at this time initial funding will be \$ 98,800.00. As additional resources become available, additional funding will be accomplished by modification.

	FISCAL YEAR	VOCATIONAL EDUCATION PROJECT	STATE MANPOWER SERVICES COUNCIL	STATE MANPOWER SERVICES	TOTAL
1. Planned	1975	252,050	40,335	201,630	494,015
Initial Funding	TOTAL	50,400	8,080	40,320	98,800

APPROVED FOR THE GRANTEE

APPROVED FOR THE GRANTOR

BY

BY

State of Montana

NAME AND TITLE

NAME AND TITLE

DAVID E. FULLER, Executive Director

U. E. Hermann
Contracting Officer

SIGNATURE

DATE

SIGNATURE

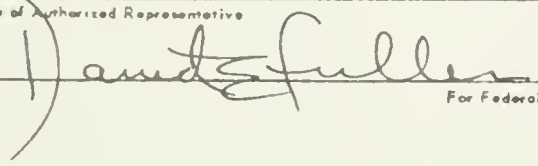
DATE

David E. Fuller

6/7/74

U. E. Hermann

JUL 1 1974
JUN 28 1974MA 2-197B
May 1974

APPLICATION FOR FEDERAL ASSISTANCE (NONCONSTRUCTION PROGRAMS)		1. State Clearinghouse Identifier	
		2. Applicant's Application No. 30-5-054-21	
3. Federal Grantor Agency U.S. Department of Labor Organizational Unit Manpower Administration Administrative Office 1961 Stout Street Street Address - P.O. Box Denver, Colorado 80202 City State Zip Code		4. Applicant Name Office of the Governor Department Division Manpower Planning PO Box 169, Capitol Building Street Address - P.O. Box Helena Lewis & Clark City County Montana 59601 State Zip Code	
5. Descriptive Name of the Project Title II - Public Employment Programs			
6. Federal Catalog No.		7. Federal Funding Requested \$ 1,860,200	
8. Grantee Type XX State, County, City, Other (Specify)			
9. Type of Application or Request XX New Grant, Continuation, Supplement, Other Changes (Specify)			
10. Type of Assistance XX Grant, Loan, Other (Specify)			
11. Population Directly Benefiting from the Project 694,409		13. Length of Project Thirteen months	
12. Congressional District a. Statewide b. Statewide		14. Beginning Date June 1, 1974	
		15. Date of Application September 12, 1974	
16. The applicant certifies that to the best of his knowledge and belief the data in this application are true and correct, and that he will comply with the attached assurances if he receives the grant.			
Typed name DAVID E. FULLER		Title EXECUTIVE DIRECTOR	Telephone Number
Signature of Authorized Representative 		AREA CODE 406	NUMBER 449-2787 EXT.
For Federal Use Only			

COMPREHENSIVE EMPLOYMENT AND TRAINING ACT

Title II

Public Service Employment Programs

A. Analysis of Needs

(1) Description - Target Population Characteristics

The areas to be served under this program application will be the State of Montana with the Montana Employment Security Division acting as program agent for the Balance of State Prime Sponsor; the Missoula County Commissioners for Missoula County; the Cascade County Commissioners for the balance of Cascade County; and the Great Falls City Commission for the City of Great Falls.

Equitable participation of the target populations by areas will be assured by a two-pronged approach. Pro-rata distribution of program positions will be made by the above mentioned program agents, based on attached table indicating number, and employment status of potential participants. In addition, all levels of government will be given initial opportunity, within funding limits, to act as employing agents in direct ratio to the total percentage of government employment that agency has with the area. This also will be based on Tables of Government Employment by area. After initial opportunity to act as employing agent is extended, any unit of government not desiring to participate or which cannot fill jobs in an expanding field offering advancement, will be excluded, with their tentative allocation of jobs being reallocated to units of government with jobs meeting higher priorities as indicated in the following section. Such reallocation will remain within the area.

POPULATION AND LABOR FORCE CHARACTERISTICS

	Missoula County	City of Great Falls	Balance of Cascade County	Balance of State
Population	58,263	71,113	10,633	554,336
Age Distribution				
16-21	24,581	30,159	4,654	244,643
22-44	19,238	23,223	3,003	135,174
45 - Over	14,444	17,731	2,976	174,519

Members of
Minority

Total	639	1,004	1,237	6,691
16 - Over	455	478	336	4,360

Civilian Labor
Force

23,104	22,766	5,335	209,444
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Employed	21,349	21,304	4,967	196,988
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Unemployed	1,755	1,462	368	12,456
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Unemp. Rate	7.2	7.0	7.0	7.6
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Female Labor
Force

8,591	9,089	1,852	72,046
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- (2) Unmet public service needs throughout target areas fall into all employment categories. A long existing problem at all levels of government throughout the target areas has been a lack of public service funding due to sparse population, with resultant narrow tax bases for revenue raising.

For this reason there is no shortage of public service jobs needing funding. Priorities, however, will be given to jobs which offer prospects for advancement and which are in expanding fields, as opposed to so-called dead-end or make-work jobs. Provisions to this end will be made part of the Program Agent-Employing Agent agreements which will be signed by all Employing Agents. Priorities thus, will be allocated and maintained on an agreement-by-agreement basis with preference going to those jobs which provide participants with skills for which there will be an anticipated high demand in future periods.

To the extent feasible the Program Agent will assure that public service employees will be placed in occupational fields in which expansion is expected as unemployment recedes. This will be in accordance with the following indicators.

EDUCATION: Although hiring is currently somewhat stabilized, this is primarily due to scarcity of revenue. Current unfilled needs do exist, and this will continue to be an expanding hiring field as additional or expanding sources of revenue are utilized.

LAW ENFORCEMENT: Expansion in this field will continue for several prime reasons. An initial expansion will be seen simply to provide needed positions which have never been funded due to lack of revenue. Increasingly complex law enforcement procedures and problems coupled with population growth indicate continued expansion.

PUBLIC WORKS AND TRANSPORTATION: Again, population growth and demand for services and systems have created a tremendous additional hiring need in these fields, where planning and up-dating of systems have not kept pace with public needs. Now caught in a crash situation, these fields will continue to offer expanding employment in both the public and private sectors.

HEALTH AND HOSPITALS: A rapidly expanding field, with continued expansion foreseen in both the public and private sectors. National health programs and standards have created almost insurmountable personnel needs in both hospitals and the public health fields, with subsequent scarcities of trained personnel.

ENVIRONMENTAL QUALITY: Current ecological concerns, with resultant emphasis at all levels of government and private industry, indicate continued hiring expansion as unemployment recedes. This is seen as a field particularly short of trained personnel immediately available for hire.

FIRE PROTECTION: The number of firefighters is expected to increase rapidly to meet the needs for fire protection in growing urban communities, to meet the increased emphasis on activities associated with fire prevention, and to fill new jobs becoming available as paid fire departments enlarge staffs to replace volunteer fire companies.

PARKS AND RECREATION: It is expected that these general fields will continue to expand in both the government and private sectors. Increased emphasis on recreation, population growth, increased leisure time of the general working population; and a new public awareness of the environment all point to long-term growth in these areas.

SOCIAL SERVICES: Increased and continuing public awareness and concern for social problems indicate that the Social Services field will continue to expand in both the government and private sectors.

OTHER: Although priorities will be given to potential jobs offering advancement and in areas of expanding employment, any public service jobs not necessarily meeting these criteria but which are otherwise meaningful and for which units of government indicate a firm hiring commitment, as new funding becomes available, will not be excluded from funding under this program.

The specific public service needs of the balance of state, Missoula County, the balance of Cascade County and the City of Great Falls are presented on the following pages.

- (3) Preliminary planning under the PEP guidelines indicate several broad job classifications where initial employment will be accomplished. It is estimated that the average length of enrollment will be seven and one-half (7½) months for each participant.

UNMET NEEDS - STATE WIDE

Accountant	\$750/month	1
Deputy Sheriff	\$544/month	8
Deputy Sheriff	\$810/month	3
Warehouse foreman	\$500/month	4
Administration Assistant	\$500/month	4
Draftsman	\$500/month	3
LPN	\$450/month	3
Operating Engineer	\$650/month	12
Clerk Typist	\$400/month	4
Clerk Typist	\$408/month	12
Clerk Typist	\$377/month	2
Heavy Equipment Operator	\$550/month	2
Dump Truck Driver	\$640/month	11
Park Caretaker	\$450/month	6
Radio Dispatcher	\$400/month	6
Gateman	\$575/month	2
Weigher	\$616/month	1
Swamper	\$450/month	3
Firefighter	\$500/month	6
Garbage Collector	\$500/month	6
Patrolman	\$727/month	2
Engineer Aide	\$650/month	1
Laborer	\$789/month	2
Laborer, Street	\$500/month	6
Laborer	\$740/month	1
Water Treatment Plan Oper.	\$600/month	3
Sewage Plant Operator	\$500/month	3
County Planner I	\$750/month	1
County Planner II	\$833/month	1
Civil Engineer	\$833/month	1
Civil Engineer	\$700/month	1
Parking Meter Service	\$470/month	3
Deputy Treasurer	\$425/month	1
Receptionist	\$400/month	8
Audio Visual Technicial	\$400/month	3
Teacher Aide	\$433/month	1
Teacher Aide	\$400/month	13
Teacher Aide	\$364/month	15
Janitor	\$475/month	12
Instructor, Secondary	\$775/month	15
Instructor, Elementary	\$700/month	15
Clerk Cashier	\$350/month	8
Clerk Bookkeeper	\$350/month	8
Park Maintenance Man	\$596/month	1
Appraiser Trainee	\$525/month	2
Librarian Assistant	\$350/month	6
Department Clerk of Court	\$449/month	1
Counselor	\$550/month	4
Motor Grader Operator	\$600/month	4
Teacher	\$583/month	1
Teacher	\$653/month	1
Teacher	\$900/month	1
Library Clerk	\$416/month	2
Library Aide	\$607/month	1

Sanitary Engineer	\$550/month	3
Surveyor	\$800/month	1
Forester	\$545/month	6
Rodman	\$528/month	2
Chainman	\$528/month	2
Inst. Man	\$686/month	5
Public Health Technician	\$750/month	1
Sanitarian	\$600/month	2
Maintenance Man	\$425/month	8
Research Assistant	\$800/month	1
Asst. Utility Man	\$425/month	1
Sanitary Assistant	\$500/month	1
Secretary	\$400/month	1
Police Woman	\$600/month	5
Grounds Keeper	\$400/month	7
Sec. Clerk	\$408/month	6
Custodian	\$607/month	1
Custodian	\$483/month	5
Custodian	\$500/month	4
Custodian/Housekeeper	\$390/month	1
General Office Clerk	\$354/month	5
Truck Driver	\$500/month	4
Teamster	\$814/month	1

BOOKKEEPING: Will generally keep one section of a set of financial records, verify and enter transactions, inventory records. Summarize details on separate ledgers, using adding machine, and transfer data to general ledgers. May balance books, compile reports, keep wage and time records.

GENERAL CLERICAL: May perform a variety of clerical duties; copies data and compiles records and reports. Tabulate and post data in record books. Compute wages, taxes, and payments. Prepares, issue and send out receipts, bills, invoices, statements and checks. Operate office machines such as typewriter, adding, calculating and duplicating machines. Open and route incoming mail, type correspondence. File.

STENO/TYPEST: Types letters, reports, stencils, forms addresses or other copy. May operate duplicating machines. May type from straight copy or take dictation and transcribe.

FIREFIGHTER: Controls and extinguishes fires to protect life and property and maintains equipment: Responds to fire alarms, lay hose, directs water or chemicals on fire. Position and climb ladders to gain access to buildings. Uses varied equipment, administers first aid. May inspect buildings for fire hazard and compliance with ordinances.

POLICEMAN: Patrols assigned beat on foot, using motorcycle of patrol car to control traffic, prevent crime or disturbance of peace and arrest violators: familiarizes self with beat and persons living in area, disperses crowds, directs traffic, investigates accidents, issues tickets. Writes and files daily activity reports with superior officer.

REHABILITATION COUNSELORS: (Mental Health) Will counsel individuals and provide rehabilitation guidance to promote personal adjustment of individuals, through interviews and outreach, works with medical, psychological and social data to help individuals evaluate themselves in relation to problems. Helps counselee develop plan of rehabilitation involving any needed elements of medical treatment, occupational training, and other special services. Holds regular interviews with client to discuss program, check on progress, and help resolve problems. May travel and do considerable follow-up.

TEACHER: May teach in elementary or secondary education. Elementary teachers will usually work with one group of pupils during the entire day, teaching several subjects and supervising various activities such as lunch and play periods. May also given instruction and assist regular classroom teacher in specific subjects such as art, music, physical education, industrial arts, foreign languages, etc.

Secondary teachers will be employed in junior and senior high schools, usually specializing in a particular subject. Will teach several classes each day, either in main subject, in related subjects, or both. May teach English and history or other social sciences, mathematics and general science, and chemistry and biology. May teach home economics, agriculture, commercial subjects, driver education, music, art or industrial arts. Will employ teaching methods varying from formal lecture to free discussion. May plan and develop teaching materials, develop and correct tests, keep records and make out reports, consult with parents, and perform other duties.

In both cases, a teaching certificate is required based on completion of approved college preparation, as provided by Montana law.

TEACHER AIDE: Performs non-professional tasks to assist elementary school teacher. Operates audio-visual aid equipment and supervises lunchroom and physical education activities to allow teacher more time to plan and evaluate classroom activity. Works with and encourages slower groups needing additional assistance by reviewing assigned exercises or listening to reading assignments.

The charts on the following pages present the specific public service positions to be filled in the balance of state, Missoula County, the balance of Cascade County, and the City of Great Falls.

- (4) The Public Service Employment slots for each eligible area is distributed according to the unemployment statistics presented in A(1) above. The following is a breakdown of the program slots and grants of each eligible area.

	Total	Balance of State	Missoula County	Balance of Cascade Co.	City of Great Falls
Grant Amount	\$1,860,200	\$1,517,400	\$161,600	\$36,600	\$144,600
Slots	354	275	39	12	28

The justification of these funding levels and job allocations are the number of unemployed in each eligible area and the ability of local agencies to have such individuals in PSE needs occupations are mentioned above.

B. Results and benefits expected

The primary goals of the CETA Public Service Employment Program, as administered by the program sponsor and program agent, will be first to provide transitional employment opportunities to the area's target population, thus, reducing the area's unemployment rate; and second to fill the unmet public service needs of the area, thus providing benefits to the community as a whole. The program agent will work toward these goals by working with the highest elected official of each local unit of government in determining

PSE OCCUPATIONAL SUMMARY

2. PRIME SPONSOR

Office of the Governor
Manpower Planning
P.O. Box 169 Capitol Station
Helena, Montana 59601

1. GRANT NUMBER

30-5-054-21

3. OCCUPATIONAL TITLE BY EMPLOYING AGENCY

NUMBER
OF JOBS

CETA WAGE
RATE

COMPARABLE
WAGE RATE

DURATION OF
EMPLOYMENT

(A)

(B)

(C)

(D)

(E)

Deputy Sheriff	8	\$544.00	\$544.00	72
Warehouse foreman	4	500.00	500.00	36
Administration Assistant	4	500.00	500.00	36
Draftsman	3	500.00	500.00	27
License Practical Nurse	3	450.00	450.00	27
Operating Engineer	12	650.00	650.00	108
Clerk Typist	12	408.00	408.00	108
Heavy Equipment Operator	2	550.00	550.00	18
Dump Truck Driver	11	650.00	650.00	99
Park Caretaker	6	450.00	450.00	54
Radio Dispatcher	6	400.00	400.00	54
Gateman	2	575.00	575.00	18
Weighter	1	616.00	616.00	9
Swamper	3	450.00	450.00	27
Firefighter	6	500.00	500.00	54
Garbage Collector	6	500.00	500.00	54
Patrolman	8	544.00	544.00	72
Engineer Aide	1	650.00	650.00	9
Laborer, Street	6	500.00	500.00	54
Water Treatment Plant Oper.	3	600.00	600.00	27
Sewage Plant Oper.	3	500.00	500.00	27
Civil Engineer	1	700.00	700.00	9
Parking Meter Attd.	3	470.00	470.00	27
Receptionist	8	400.00	400.00	72
Audio Visual Tech.	3	400.00	400.00	27
Teacher Aide	13	400.00	400.00	117
Janitor	12	475.00	475.00	108
Teacher, Secondary	15	775.00	775.00	135
Teacher, Elem.	15	700.00	700.00	135
Clerk Cashier	8	350.00	350.00	72
Clerk Bookkeeper	8	350.00	350.00	72
Appraiser Trainee	2	525.00	525.00	18
Librarian Assistant	6	350.00	350.00	54
Dept. Clerk of Court	1	449.00	449.00	9
Counselor	4	550.00	550.00	36
Motor Grader Operator	4	600.00	600.00	36
Sanitary Engineer	3	550.00	550.00	27
Surveyor	1	800.00	800.00	9

4. TOTAL

PSE OCCUPATIONAL SUMMARY

2. PRIME SPONSOR

Office of the Governor
Manpower Planning
P.O. Box 169 Capitol Station
Helena, Montana 59601

1. GRANT NUMBER

30-5-054-21

3. OCCUPATIONAL TITLE BY EMPLOYING AGENCY

NUMBER
OF JOBS

CETA WAGE
RATE

COMPARABLE
WAGE RATE

DURATION OF
EMPLOYMENT

(A)

(B)

(C)

(D)

(E)

Forester Tech.	6	545.00	545.00	54
Rodman	2	528.00	528.00	18
Chainman	2	528.00	528.00	18
Instrument Man	3	686.00	686.00	27
Sanitarian	2	600.00	600.00	18
Maintenance Man	8	425.00	425.00	72
Asst. Utility Man	1	425.00	425.00	9
Sanitary Asst.	1	500.00	500.00	9
Police Woman	5	600.00	600.00	45
Grounds Keeper	7	400.00	400.00	63
Sec. Clerk	6	408.00	408.00	54
Custodian	5	483.00	483.00	45
Custodian/Housekeeper	1	390.00	390.00	9
General Office Clerk	5	354.00	354.00	45
Truck Driver	4	500.00	500.00	36

4. TOTAL ➤

275

2,475

PSE OCCUPATIONAL SUMMARY

1. GRANT NUMBER

30-5-054-21

2. PRIME SPONSOR

State of Montana
Office of the Governor
Capitol Building, PO Box 169
Helena, Montana 59601

3. OCCUPATIONAL TITLE BY EMPLOYING AGENCY	NUMBER OF JOBS	CETA WAGE RATE	COMPARABLE WAGE RATE	DURATION OF EMPLOYMENT
(A)	(B)	(C)	(D)	(E)
Administrative Clerk III	1	\$457/m	\$457/m	9 mos \$4,113
JR. Engineer Aide	1	\$813/m	\$813/m	8 mos \$6,504
Planner	1	\$833/m*	\$1,000/m	8 mos \$6,664
Administrative Clerk II	1	\$414/m	\$414/m	8 mos \$3,312
Animal Control Officer I	1	\$555/m		8 mos \$4,440
Recreation Aide	1	\$750/m	\$750/m	8 mos \$6,000
Laborer	5	\$833/m *	\$868/m	8 mos \$33,320
Laborer	4	\$833/m *	\$868/m	3½ mos \$11,664
Jailor	2	\$600/m	\$600/m	8 mos \$9,600
Fireman	1	\$833/m *	\$881/m	8 mos \$6,664
Budget and Research Officer	1	\$833/m *	\$850/m	3 mos \$2,499
Housing & Zoning Administrator	1	\$833/m *	\$904/m	3 mos \$2,499
Systems Analyst	1	\$833/m *	\$861/m	3 mos \$2,499
Animal Control Officer I	1	\$555/m	\$555/m	3 mos \$1,665
Crash Fire Rescue Specialists	2	\$807/m	\$807/m	
Security Guards	2	\$635/m	\$635/m	3 mos \$3,810
Library Clerk I	2	\$375/m	\$375/m	3 mos \$2,250
* The local unit of government will pay the salary difference to ensure CETA participants of comparable wages.				
4. TOTAL	28			

PSE OCCUPATIONAL SUMMARY

2. PRIME SPONSOR

State of Montana
Office of the Governor
Capitol Building, PO Box 169
Helena, Montana 59601

1. GRANT NUMBER

30-5-054-21

3. OCCUPATIONAL TITLE BY EMPLOYING AGENCY

NUMBER
OF JOBS

CETA WAGE
RATE

COMPARABLE
WAGE RATE

DURATION OF
EMPLOYMENT

(A)

(B)

(C)

(D)

(E)

Deputy Sheriff

3

\$810

\$810

3 mos.

County Planner I

1

\$750

\$750

3 mos.

County Planner II

1

\$833

\$833

3 mos.

Laborer

2

\$789

\$789

3 mos.

Teamster

1

\$814

\$814

3 mos.

Deputy Treasurer

1

\$425

\$425

3 mos.

Secretary

1

\$400

\$400

3 mos.

Civil Engineer

1

\$833*

\$975

3 mos.

Public Health Technician

1

\$750

\$750

3 mos.

* The local unit of government will pay the salary difference to ensure CETA participants of comparable wages.

4. TOTAL

12

PSE OCCUPATIONAL SUMMARY

2. PRIME SPONSOR

State of Montana
Office of the Governor
Capitol Building, PO Box 169
Helena, Montana 59601

1. GRANT NUMBER

30-5-054-21

3. OCCUPATIONAL TITLE BY EMPLOYING AGENCY

NUMBER
OF JOBSCETA WAGE
RATECOMPARABLE
WAGE RATEDURATION OF
EMPLOYMENT

(A)

(B)

(C)

(D)

(E)

School District #1

Teacher Aide

12

\$364

\$364

7½ mos

Missoula County High School

Clerk Typist

4

\$400

\$400

8 mos

Custodian

4

\$500

\$500

8 mos

City of Missoula

Research Assistant

1

\$800

\$800

8 mos

Laborer

1

\$740

\$740

8 mos

Library Clerk

2

\$416

\$416

8 mos

Patrolman

2

\$727

\$727

8 mos

Accountant

1

\$750

\$750

8 mos

Potomac Elementary School

Teacher Aide

1

\$364

\$364

7½ mos

Woodman Elementary School

Teacher Aide

1

\$364

\$364

7½ mos

Frenchtown Elementary School

Teacher Aide

1

\$364

\$364

7½ mos

Swan Valley Elementary School

Teacher

1

\$583

\$583

7 ½ mos

Bonner Elementary School

Teacher

1

\$653

\$653

7½ mos

Lolo Elementary School

Custodian

1

\$607

\$607

3 mos

Library Aide

1

\$607

\$607

3 mos

4. TOTAL

Continued

PSE OCCUPATIONAL SUMMARY

2. PRIME SPONSOR

1. GRANT NUMBER

3. OCCUPATIONAL TITLE BY EMPLOYING AGENCY

NUMBER
OF JOBS

CETA WAGE
RATE

COMPARABLE
WAGE RATE

DURATION OF
EMPLOYMENT

(A)

(B)

(C)

(D)

(E)

(Continued)

Teacher

1

\$900

\$900

3 mos

Teacher Aide

1

\$433

\$433

3 mos

Missoula County

Park Maintenance Man

1

\$596

\$596

4 mos

Clerk Typist

2

\$377

\$377

4 mos

4. TOTAL

39

the unmet public service needs and by assigning priority to those jobs which the employing agent indicates may continue as permanent employment. In addition, all agreements entered into will contain provisions assuring that participants will be considered for all regular job openings occurring within the employing establishment.

C. Approach

- (1) A person residing in an area of substantial unemployment who has been unemployed for at least 30 days prior to application or who is underemployed will be eligible to participate in Montana's public employment program. Each program agent will determine the eligibility of applicants for participation in the CETA Public Service Employment Program. The employer of public service applicants will make final personnel selection from the eligible applicants supplied by the program agent. All job vacancies shall be listed with the Employment Service at least 48 hours before such vacancies are filled. First priority for referral will be special and Vietnam Era veterans. Second priority will be members of the significant segment designated unemployed disadvantaged. Third priority will go to those participants of previous manpower programs who do not have work opportunities immediately available.
- (2) To the fullest possible extent, every effort will be made to match skills acquired by veterans through military experience with job openings in public service. This may require extensive job analysis or restructuring. Full use of the Dictionary of Occupational Titles, as related to Military Occupational Specialities, will be made.
- (3) To insure that services are being provided to significant segments of the target population, i.e., special and disabled veterans, recipients of public welfare, etc., on a proportionate and priority basis the following method will be used. An applicant characteristic form will be completed and submitted on each participant to program management staff. The management staff will compile and evaluate this data on no less than a monthly basis to insure that services are being provided in an equitable proportion consistent with program goals. This information will also be reviewed by the prime sponsor's monitoring staff which will ensure compliance with the intention of the regulations.
- (4) Orientation will be informal and will include the participant's job responsibilities to the employing agent and the rights and benefits will be given to each participant for review and signature. A copy of the signed certification will be retained by the participant and by the program agent.
- (5) The program agent will not approve any agreement which does not compensate at the rate normally paid by the employer for similar public occupations.
- (6) Jobs above the entry level will be approved only for those applicants who have been identified as having special skills. In these instances, the program agent will continue to maintain their already established liaison with appropriate unions and collective bargaining agents to ensure the personnel procedures and collective bargaining agreements have been complied with.

- (7) Every effort will be made to ensure that enrollment will be in those jobs offering career opportunities and advancement. In addition, program agent-employment agent agreements will contain a provision establishing the goal of placing all participants in continuing positions financed from funds other than grant funds under the Act. A further stipulation will provide that participants shall be fully considered for any regular job openings which occur within the employing agency.

In order that no permanent employment with advancement possibilities be overlooked in other agencies or private industry it is currently planned to maintain participants' records as active applicants with monthly visits to the employer and participants to ensure agreement compliance and to make the participant aware of other employment possibilities. On-going job development will be conducted during the entire duration of the participant's enrollment.

- (8) As each employing agent will be required to utilize and employ participants in the same manner as any other employee, it is not anticipated that this will be a problem area. However, agreements will stipulate that adequately trained supervisory personnel are available to work with participants. Program agent staff assigned CETA-PSE responsibilities will be available to counsel supervisory personnel on the intricacies of working with the target population.
- (9) All persons eligible for public service employment will be provided education, training and supportive services, including counseling, and health care services, that are determined necessary in order to enhance their employability and self-sufficiency.
- (10) All program agents operating Title II programs are members of the Area Manpower Planning Boards and will be involved in Title I activities and services. Thus, the program agents will be able to ensure maximum exposure to employment opportunities to all participants in public service employment.
- (11) The program agents for Title II public service employment programs have, affirmative action plans, or have been certified by the Civil Service Commission as equal opportunity employers.

All the actions of these programs agents will be evaluated on a regular basis.

PSE PROGRAM SUMMARY

2. GRANT NUMBER

30-5-054-21

1. PRIME SPONSOR LIAISON OFFICIAL

David E. Fuller

3. CHECK ONE

☐ TITLE I ☒ TITLE II

4. PRIME SPONSOR/ SUBGRANTEE	DISTRIBUTION OF FUNDS AND JOBS				
	5. TYPE OF UNIT	6. AREA SERVED	7. POPULATION	8. NO. OF JOBS	9. FUNDS
Office of Governor/ Employment Security Division	State Agency	54 counties	554,336	275	\$1,517,400
Office of Governor/ Missoula County Commissioners	Local Government	Missoula County	58,263	39	161,600
Office of Governor/ City of Great Falls	Local Government	City of Great Falls	71,113	28	144,600
Office of Governor/ Cascade County Commissioners	Local Government	Balance of Cascade County	10,633	12	36,600
10. TOTAL				354	
11. OTHER ACTIVITIES					
12. TOTAL					\$1,860,200

a. GRANTEE'S NAME AND ADDRESS

State of Montana
Office of the Governor
P.O. Box 169 Capitol Building
Helena, Montana 59601

U.S. DEPARTMENT OF LABOR
Manpower Administration
CETA PROJECT OPERATING PLANc. PROGRAM YEAR COVERED BY THIS GRANT
(Month, Day, Year)

From June 1, 1974 thru June 30, 1975

d. GRANT NUMBER

30-5-054-21

e. TYPE OF PROGRAM

☐ 1. Title I ☒ 2. Title II
☐ 3. Other (Specify)

I. ENROLLMENT AND TERMINATION SUMMARY

	PROGRAM YEAR-TO-DATE PLAN			
	9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)
1. TOTAL INDIVIDUALS TO BE SERVED (Sum of A 1 and A 2)	25	328	369	473
1. Individuals Entering This Program Year	25	328	369	473
2. Individuals Carried Over From Previous Program Year				
2. TOTAL INDIVIDUALS TO BE TERMINATED DURING PROGRAM YEAR (Sum of B 1 through B 3)	0	9	40	122
1. Total Entering Employment		4	25	58
a. Direct Placements, From CETA Training or Employment		0	0	0
b. Indirect Placements Following CETA Training/Employment		3	22	78
c. Self Placement		1	3	10
2. Other Positive Terminations		3	10	23
3. Non-Positive Terminations		2	5	11
3. NO. INDIVIDUALS PLANNED TO BE EMPLOYED AT THE END OF EACH QUARTER (A minus B)	25	319	329	351

II. ENROLLMENT ENROLLMENTS IN PROGRAM ACTIVITIES

Enter Below (a) The number of individuals to be served in each program activity cumulatively through the program year; (b) The number of individuals planned to be served in each program activity at the end of each quarter; an individual who is concurrently enrolled in more than one activity should be counted in each activity in which he or she is enrolled.

PROGRAM ACTIVITY	9/30		12/31		3/31		6/30	
	Total Served	Currently Enrolled	Total Served	Currently Enrolled	Total Served	Currently Enrolled	Total Served	Currently Enrolled
	(a)	(b)	(a)	(b)	(a)	(b)	(a)	(b)
A. Classroom Trng., Prime Sponsor								
B. Classroom Trng., Voc. Ed.								
C. On-the-Job Training								
D. Public Service Employment	25	25	328	319	369	329	473	351
E. Work Experience								
F. Other Activities								

III. SUMMARY FINANCIAL PLAN (\$ in Thousands)

1. Total CETA funds available during this program year (Sum of A 1 and A 2)	1,860.2
1. Funds carried in from previous program year or other grants	0
2. New Funding	1,860.2
Total projected expenditures for this program yr (Sum of B 1 thru B 6)	1,860.2
1. Administration	91.7
2. Allowances	
3. Wages	1,551.2
4. Fringe Benefits	216.6
5. Training	8.0
6. Services	2.5
Total CETA funds to be carried into next grant program year (A minus B)	0

IV. CUMULATIVE PROJECTIONS BY QUARTER OF FINANCIAL PLAN (\$ in Thousands)

	9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)
A. Prime Sponsor Obligations	20.0	579.0	1,181.0	1,860.2
B. Total Projected Expenditures by Program Activity: (See III.B), (Sum of B.1 through B.6)	20.0	579.0	1,181.0	1,860.2
1. Classroom Trng., Prime Sponsor				
2. On-the-Job Training				
3. Public Service Employment	20.0	579.0	1,181.0	1,860.2
4. Work Experience				
5. Services to Clients				
6. Other Activities				
C. Projected expenditures for Voc. Ed. in Special Grants to Governor				
D. Projected expenditures of non-Fed. funds				
E. Other Fed. funds, not in Prime Sponsor's Grant				
F. GRAND TOTAL Projected Expenditures (Sum of B, C, D, and E)	20.0	579.0	1,181.0	1,860.2

SIGNIFICANT SEGMENTS. Indicate the number of individuals in each segment to be served cumulatively during the program year. Significant segments may be specified by the Manpower Administration or the Prime Sponsor.

SIGNIFICANT SEGMENTS	PROGRAM YEAR-TO-DATE PLAN				SIGNIFICANT SEGMENTS	PROGRAM YEAR-TO-DATE PLAN			
	9/30	12/31	3/31	6/30		9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)		(a)	(b)	(c)	(d)
- Unemployed		53	68	110	f. Minority	2	22	29	38
- Underemployed		2	4	6	g. Former Manpower trainee	1	7	12	38
- Disadvantaged		5	10	12	h. Drop-Outs		1	1	2
- Special Veterans	12	134	153	179	i.				
- Welfare recipients	2	20	25	30	j.				

OTHER ACTIVITIES (Reference II.6, IV.B 6)

Describe other activities or special programs on attachment. Describe their objectives and list milestones and their achievement in a quantitative or narrative presentation. (Optional)

VII. A. SIGNATURE

1) and fuller ---

B. DATE SIGNED

9/12/74

GRANT SIGNATURE SHEET

COMPREHENSIVE EMPLOYMENT AND TRAINING PROGRAM

GRANT NUMBER
30-5-054-21

MODIFICATION NUMBER

GRANTOR

U.S. Department of Labor
Manpower Administration
1961 Stout Street
Denver, Colorado 80202

GRANTEE

State of Montana
Office of the Governor
State Capitol
Helena, Montana 59601

This grant is entered into by the United States of America, Department of Labor, Manpower Administration, hereinafter referred to as Grantor and (Name of Prime Sponsor) State of Montana hereinafter referred to as Grantee. The Grantee agrees to operate a Comprehensive Employment and Training Program in accordance with the provisions of this agreement, including the Comprehensive Manpower Plan and such general and special assurances as are included herein. Subgrants and contracts extending no more than one year beyond the termination date of this grant may be entered into by the grantee.

A. GRANT PERIOD

This Grant agreement covers the period (Date) from Sept. 16, 1974 through June 30, 1975

B. OBLIGATION

This action ☒ increases ☐ decreases ☐ does not change

the federal obligation for this grant by (this action) \$ 1,860,200 to (new level) \$ 1,860,200

C. TITLE AND FISCAL YEAR

TITLE	FISCAL YEAR			TOTAL
	74			
TITLE I				
Base				
Incentive				
Discretionary				
TITLE II				
Base	1,860,200			1,860,200
Discretionary				
TITLE III				
Indians				
Migrant				
Other				
TOTAL	\$1,860,200			\$1,860,200

APPROVED FOR THE GRANTOR

BY

NAME AND TITLE U. E. Schlusmann
Contracting Officer

SIGNATURE

DATE

16 SEP 1974

APPROVED FOR THE GRANTEE

BY

State of Montana
Office of the Governor
Manpower Planning

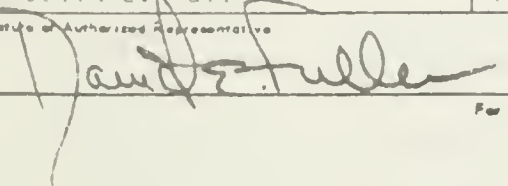
NAME AND TITLE

DAVID E. FULLER, Executive Director

SIGNATURE

DATE

9/12/74

APPLICATION FOR FEDERAL ASSISTANCE (NONCONSTRUCTION PROGRAMS)		1. State Clearinghouse Identifier							
		2. Applicant's Application No. 30-4-007-32							
3. Federal Grant Agency <u>Department of Labor</u> Organizational Unit <u>Region VIII Manpower Administration</u> Administrative Office <u>1201 Stout Street</u> Street Address - P.O. Box <u>Denver, Colorado 80202</u> City State Zip Code		4. Applicant Name <u>Governor, State of Montana</u> <u>Manpower Planning Council</u> Department Division <u>Box 100 Capitol Building</u> Street Address - P.O. Box <u>Helena, Lewis and Clark</u> City County <u>Montana</u> <u>59601</u> State Zip Code							
5. Descriptive Name of the Project <u>Summer Youth Manpower Program</u>									
6. Federal Catalog No.		7. Federal Funding Requested \$ 945,972							
8. Grantee Type ☒ State, ☐ County, ☐ City, ☐ Other (Specify)									
9. Type of Application or Request ☒ New Grant, ☐ Continuation, ☐ Supplement, ☐ Other Changes (Specify)									
10. Type of Assistance ☒ Grant, ☐ Loan, ☐ Other (Specify)									
11. Population Directly Benefiting from the Project 100,000		13. Length of Project <u>Four months</u>							
12. Congressional District <u>a. Statewide</u> b.		14. Beginning Date <u>June 1, 1974</u>							
		15. Date of Application 6/23/74							
16. The applicant certifies that to the best of his knowledge and belief the data in this application are true and correct, and that he will comply with the attached assurances if he receives the grant.									
Typed name <u>David E. Fuller</u>		Title <u>Executive Director</u>							
Signature of Authorized Representative 		Telephone Number <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <th style="width: 33%;">AREA CODE</th> <th style="width: 33%;">NUMBER</th> <th style="width: 33%;">EXT.</th> </tr> <tr> <td style="text-align: center;">406</td> <td style="text-align: center;">440-2707</td> <td></td> </tr> </table>		AREA CODE	NUMBER	EXT.	406	440-2707	
AREA CODE	NUMBER	EXT.							
406	440-2707								
For Federal Use Only									

GRANT APPLICATION

NARRATIVE DESCRIPTION

I. General Requirements

A. Objectives and Need for this Assistance

1. The purpose of the Summer NYC Program is to give economically poor or disadvantaged youth work experience, counseling, job placement, and an opportunity to develop self confidence and job skills.
2. The program is designed to provide the enrolled youth with innovative, meaningful work experience during the summer months. From this experience, the participants will gain other benefits including, increased motivation to continue in their school work, and positive attitudes toward work and society in general.
3. Breakdown of composition of eligible participants by sex and age.

	Male (%)	Female (%)	Total (%)
Ages 14-15	376 (23)	351 (21)	727 (44)
Ages 16-17	452 (27)	427 (26)	879 (53)
Ages 18-22	26 (2)	26 (2)	52 (3)

The Human Resources Division has contracted the following agencies to carry out the Summer NYC Program:

<u>Contracting Agency</u>	<u>Amount</u>	<u># of Slots</u>
-Blackfeet Tribal Business Council	\$ 77,727	143
-Missoula-Mineral Human Resources, Inc.	78,849	145
-Butte-Silver Bow Anti-Poverty Council, Inc.	149,258	273
-Opportunities, Inc.	103,849	139
-Rocky Mountain Development Council	42,852	79
-Hill County Community Action Agency, Inc.	35,781	66
-Community Action Program of Billings and Yellowstone County	153,874	281
-Assiniboine and Sioux Tribes of the Fort Peck Indian Reservation, Bureau of Work Training Program	79,210	145

4. The funds available for the Summer Youth Work Experience Program have recently been increased by \$184,064. This increase will enable the state to finance 337 more jobs for disadvantaged youth. These funds will be distributed throughout the state as local needs are established, based on regular program monitoring, additional jobs will be funded through the appropriate local program operator listed above.

B. Approach

This section provides information on the content of the proposed program and on the methods and procedures the sponsor will use to implement the program.

1. A description of the program activities and services which will be provided in the program including:
 - a. The Human Resources Division and its contracting agencies will accomplish the goals by providing youths with fulfilling work experience and job placement. At the same time, counseling will be provided to help solve any problems that may hinder the youth's potential development on the job and in school.
 - b. Participants will be recruited in several ways using several agencies as sources. Primary among these will be the Montana Employment Security Division. Under a cooperative agreement with this agency, potential enrollees will be referred to the contracting agencies. As the State's "employment office" this agency is the first stop of many youth looking for a summer job and is thus an excellent source of applicants. Secondary sources of applicants will be the local state and county welfare offices, school counselors, and other social service agencies.

In addition to the "formal" recruitment process described above, the informal process of word-of-mouth advertising by former enrollees has provided a means of reaching some potential enrollees that might not have contact with any of the above agencies.

For a discussion of the methods of selection and eligibility determination, see section II(C)(1).

2. The youths will be paid the federal minimum wage for their work. The contracting agency will be responsible for maintenance of wage and hour records.
3. Each of the contracting agencies has submitted an Affirmative Action Plan to the appropriate Federal agencies in order to qualify for Federal Funds. These plans will cover the participants of the proposed program.

In addition, the Human Resources Division has created an advocate/counselor to oversee the implementation of that agency's Affirmative Action Plan for Sound Personnel Policies. This individual will be connected with the Summer Youth Program. A copy of the complete Affirmative Action Plan for Sound Personnel Policies is available upon request.

4. The program will be expanded to areas which were not previously served before. Agencies such as Green Thumb, Cooperative Extension Services, Human Development Resource Councils and the district Intergovernmental Relations Coordinators (IGR) have offered cooperation in the implementation of the Summer program. Labor organizations are being contacted on the local level for their continued support.

In areas served by the Green Thumb Project supervision of enrollees could be provided on a more personal level which could help to enhance the youths self-image and motivation. The local cooperative extension service could help in developing work sites and provide local support for this project. This would also extend the scope of available work sites and possibly increase the interest of potential enrollees. The staff person identified within each contracting agency is responsible for operation of this project. He will be chiefly responsible for stimulating enrollee applications and assessment, developing work sites, and assigning enrollees to work sites consistent with his or her interests and abilities. This last aspect will ensure a high degree of enrollee interest which is crucial to the success of the project.

Overall coordination of the project operation and community involvement will lie with the newly installed District IGR coordinators. They will maintain communication between contracting agencies and the Human Resources Division as well as monitor the project to guarantee it meets the needs of the enrollees and the area in which it operates.

5. In the past few years, each of the contracting agencies have been able to successfully operate this type of program with administrative costs limited to 15% of the total funds; this percent has been established for the current year.

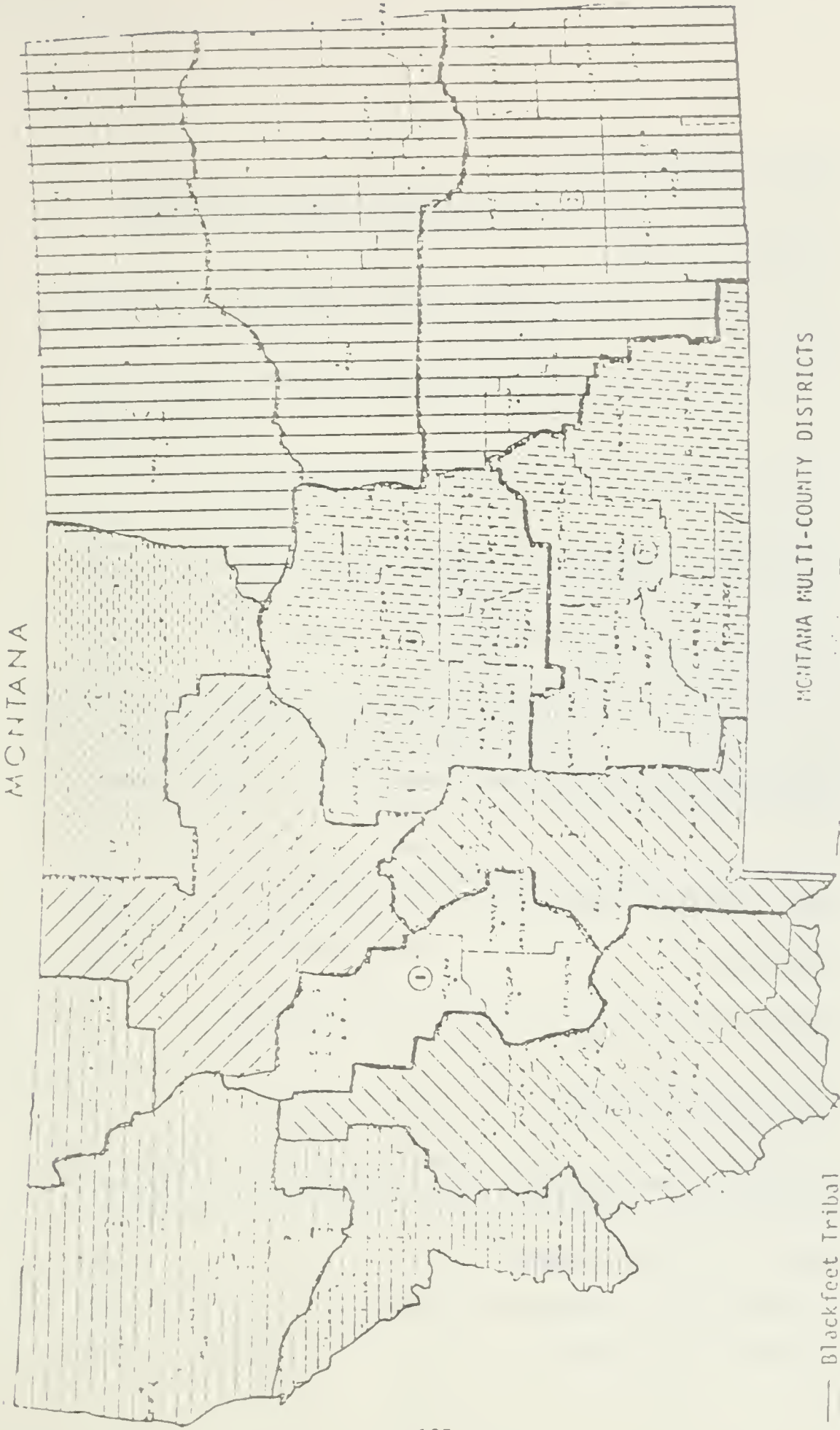
The remainder of the funds will be spent for direct participant services and wages.

- C. The eight contracting agencies will provide program services to the whole state (see map).

II. Public Service Employment Program

This section does not apply

MONTANA



Blackfeet Tribal
Community Action
Agency

Missoula-Mineral
Human Resources

Butte-Silver
Bow Anti-Pov-
erty Council

Opportunities,
Incorporated

Rocky Mountain
Development
Council

Hill County
Community Action
Agency, Inc.

Community Action
Program of Billings
& Yellowstone County

Fort Peck Tribes
Community Action
Program

MONTANA MULTI-COUNTY DISTRICTS

III. Recreation Support Program

A. The purpose of the recreation support program is to provide recreational opportunities to economically disadvantaged youth throughout the state.

B. The types of recreational activities to be offered to the youth in the program and the cost of each type of activity include the following:

-State and national parks and historical sites	\$ 2,370
-State and county fairs and rodeos	2,223
-Native American and urban-rural cultural exchange activities	2,310
-Educational and theatrical activities (includes art and music activities)	2,800
-Camping, swimming, park trips and other outdoor recreational activities	3,600

C. There will be five major areas in which recreational opportunities will be provided. Each group that will take part in these activities will include between 30 and 40 youth depending on the activity. These activities and the number of opportunities each activity will provide are listed below:

-State and national parks and historical sites	12
-State and county fairs and rodeos	25
-Native American and Urban-rural cultural exchange activities	25
-Educational and theatrical activities (includes art and musical activities)	30
-Camping, swimming, park trips and other outdoor recreational activities	39

D. The following is a list of recreational supplies, equipment and an estimate of the total cost of each type that will be purchased or rented with the funds available for the recreational program:

-Rental of camping equipment	\$ 1,300
-Purchase of sports supplies and clothing	800
-Purchase of art supplies	700

-Purchase or rental of books	450
-Rental of educational equipment	400
-Rental of photo equipment	200
-Purchase of picnic and camping provisions	1,615
-Rental of sports and bicycling equipment	400

E. This program will provide recreational opportunities to the entire state through the eight local agencies listed under section I(A)(3) above.

F. The benefits to be derived from the recreation support program will include:

- Giving disadvantaged youth a "Once in a lifetime" opportunity to participate in special educational and theatrical activities.
- Develop a sense of pride and belonging to disadvantaged minority youth by their participation in cultural enrichment programs.
- Giving disadvantaged youth a better understanding of Montana's rich and colorful past by their visiting historical sites throughout the state.
- Giving a deeper appreciation of Montana's natural beauty by sponsoring camping trips, visits to state and national parks and recreational areas.
- Providing disadvantaged youth with an opportunity, which they would not have otherwise had, to participate in organized recreational activities.

IV. Transportation Support Program

A. The purpose of the Transportation Support Program is to provide economically disadvantaged youth with transportation services to jobs, cultural activities, recreation activities, or education activities. The funds provided will be used to supplement transportation services already planned for the summer.

B. The goals that are to be accomplished through the transportation program and the percent of available funds spent on each include:

- Provide transportation to worksites 24%
- Provide transportation to educational activities 3%
- Provide transportation to events offering cultural enrichment 14%
- Provide transportation to special events and recreational activities 59%

C. Transportation will be provided by public bus lines, charter buses, or private automobiles. The type of transportation used will be left to the discretion of the agency operating the programs.

D. The number of youth that are expected to receive transportation is estimated at 1278. Approximately 375 youths are expected to need employment-related transportation.

A. NAME AND ADDRESS State of Montana Office of the Governor Box 169 Capitol Building Helena, Montana 59601		B. DEPARTMENT OF LABOR MONTANA ADMINISTRATION CETA PROJECT OPERATING PLAN C. PROGRAM YEAR COVERED BY THIS GRANT (Month Day, Year) From: 06/10/74 To: 10/01/74		D. GRANT NUMBER 30-4-007-32 E. TYPE OF PROGRAM ☐ I. Title I ☐ II. Title II ☒ 3 Other Specify: SPEQV	
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PROGRAM YEAR-TO-DATE PLAN				
	9/30	12/31	3/31	6/30
	(a)	(b)	(c)	(d)
I. ENROLLMENT AND TERMINATION SUMMARY				
A. INDIVIDUALS TO BE SERVED (Sum of A.1 and A.2)	1658			1321
A.1 Enrolling This Program Year	337			1321
A.2 Discharge After From Previous Program Year				
B. INDIVIDUALS TO BE TERMINATED DURING PROGRAM YEAR (Sum of B.1 through B.3)	1658			0
B.1 Existing Employment	90			
B.2 Discharge After CETA Training or Employment				
B.3 Discharge After CETA Training, Employment				
C. Other Positive Terminations	90			
D. Other Positive Terminations	1550			
E. Other Positive Terminations	18			
F. INDIVIDUALS PLANNED TO BE ENROLLED AT THE END OF EACH QUARTER (A minus B)	0			1321

II. PLANNED ENROLLMENTS IN PROGRAM ACTIVITIES								
PROGRAM ACTIVITY	9/30		12/31		3/31		6/30	
	Total Served	Currently Enrolled	Total Served	Currently Enrolled	Total Served	Currently Enrolled	Total Served	Currently Enrolled
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
A. Classroom Trng., Prime Sponsor								
B. Classroom Trng., Voc. Ed.								
C. On-the-Job Training								
D. Public Service Employment								
E. Work Experience	1658	0					1321	1321
F. Other Activities								

III. CUMULATIVE PROJECTIONS BY QUARTER OF FINANCIAL PLAN (2 in thousands)	
	9/30 12/31 3/31 6/30
	(a) (b) (c) (d)
A. Prime Sponsor Obligations	905464 275882
B. Total Projected Expenditures by Program Activity (See III.B). (Sum of B.1 through B.5)	905464 275882
B.1 Classroom Trng., Prime Sponsor	
B.2 On-the-Job Training	
B.3 Public Service Employment	
B.4 Work Experience	905464 275882
B.5 Services to Clients	
B.6 Other Activities	
C. Projected expenditures for Voc. Ed. in Special Grants to Governor	
D. Projected expenditures of non-Fed. funds	
E. Other Fed. funds not in Prime Sponsor's Grant	
F. GRAND TOTAL Projected Expenditures (Sum of B, C, D, and E)	905464 275882

IV. SIGNIFICANT SEGMENTS	
PROGRAM YEAR-TO-DATE PLAN	SIGNIFICANT SEGMENTS
9/30 12/31 3/31 6/30	9/30 12/31 3/31 6/30
(a) (b) (c) (d)	(a) (b) (c) (d)
Youth 14-21 yrs. 1658	1321

OTHER ACTIVITIES (Reference II 6, IV B.6) List other activities or special programs on attachment. Include their objectives and milestones and list placement in a quantitative or narrative fashion. (Optional)		VII. A. SIGNATURE B. DATE SIGNED
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PROJECT C - PLAN		
	REGISTRATION	TRANSPORTATION
1211	1211	972
19171	19171	21337
19171	19171	21337
2000	2000	1000
17171	17171	20337
9000	9000	
8171	8171	
0	0	5000
0	0	10000
		2337
		3000

PROJECT S REPORT		
	REGISTRATION	TRANSPORTATION
1761	1761	1198
19171	19171	21337
16041.42	16041.42	14094.93
1831.09	1831.09	425.00
14133.33	14133.33	13699.33
5914.27	5914.27	
8258.05	8258.05	
0	0	4462.23
0	0	6103.61
		1701.23
		1000.81

10/6/74

1. GRANT NO.	2. FUND SERVICE AREA Office of the Governor Manpower Planning PO Box 169 Capitol Building Helena, Montana 59601	3. PUBLIC SERVICE AREA 1 - Law Enforcement 2 - Education 3 - Public Works & Transportation 4 - Health and Hospitals 5 - Environmental Quality 6 - Fire Protection 7 - Parks and Recreation 8 - Social Services 9 - CETA Program Administration 10 - Other	4. OCCUPATIONAL SUMMARY (Insert job titles 2 spaces under Employing Agency)			5. NUMBER OF JOBS *		WAGE RATE (E)	NO. OF MONTHS EMPLOYED (F)	TOTAL WAGES (G)
			1A	PS CODE (From Item 3 above)	1B	PROFESSIONAL (C)	OTHER (D)			
30-4-007-32			BUTTE-SILVER BOW ANTI-POVERTY COUNCIL					\$2.00/hr.		
			Police Departments, Courts, etc. Clerks, Janitors		1	-0-	5	"		
			Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks		2	-0-	52	"		
			Transit Systems, Highway Department, etc. Clerks, Janitors		3	-0-	10	"		
			Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks		4	-0-	18	"		
			Environmental Organizations, etc. Clerks, Research Aides		5	-0-	4	"		
			Fire Departments, etc. Janitors, Maintenance		6	-0-	1	"		
			Parks, Forest Service, etc. Clerks, Maintenance		7	-0-	83	"		
			Youth Centers Senior Centers, etc. Aides, Janitors, Clerks		8	-0-	56	"		
			Library, AFL-CIO, etc. Aides, Clerks, Janitors		10	-0-	44	"		
			Employer Totals:				273			\$126,869.30
								XXXX		

1. OCCUPATIONAL SUMMARY	2. PRIME SPONSOR Office of the Governor Manpower Planning PO Box 169 Capitol Building Helena, Montana 59601	3. PUBLIC SERVICE AREA (Enter appropriate code in Col. 8 below)	4. NUMBER OF JOBS *		WAGE RATE	NO. OF MAN-MONTHS EMPLOYED (Estimated)	TOTAL WAGES
			PS CODE (From Item 3 above)	PROFESSIONAL (IC)	OTHER (OI)		
1. GRANT NO.	30-4-007-32		(B)	(C)	(D)	(E)	(F)
4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Indicate job titles & spaces under Employing Agency)	(A)						(G)
BLACKFEET TRIBAL BUSINESS COUNCIL							
Police Departments, Courts, etc. Clerks, Janitors			1	-0-	3	"	
Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks			2	-0-	27	"	
Transit Systems, Highway Department, etc. Clerks, Janitors			3	-0-	5	"	
Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks			4	-0-	9	"	
Environmental Organizations, etc. Clerks, Research Aides			5	-0-	2	"	
Fire Departments, etc. Janitors, Maintenance			6	-0-	1	"	
Parks, Forest Service, etc. Clerks, Maintenance			7	-0-	43	"	
Youth Centers Senior Centers, etc. Aides, Janitors, Clerks			8	-0-	30	"	
Library, AFL-CIO, etc. Aides, Clerks, Janitors			10	-0-	23	"	
Employer Totals:					143		\$66,067.95
			6. TOTAL			XXXXX	

1. GRANT NO.		2. PRIME SPONSOR		3. PUBLIC SERVICE AREA (Enter appropriate code in Col. 8 below)		4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Insert in titles 2 spaces under Employing Agency)		5. PS CODE (from item 3 above)		6. NUMBER OF JOBS *		WAGE RATE (II)	NO. OF MAN-HOURS EMPLOYED (estimated) (FI)	TOTAL WAGES (OI)
30-4-007-32		Office of the Governor Manpower Planning PO Box 169 Capitol Building Helena, Montana 59601		1 - Law Enforcement 2 - Education 3 - Public Works & Transportation 4 - Health and Hospitals 5 - Environmental Quality 6 - Fire Protection 7 - Parks and Recreation 8 - Social Services 9 - CITA Program Administrative 10 - Other		PROFESSIONAL (CI)		OTHER (OI)						
COMMUNITY ACTION PROGRAM OF BILLINGS AND YELLOWSTONE COUNTY												\$2.00/hr.		
Police Departments, Courts, etc. Clerks, Janitors								1	-0-	5				
Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks								2	-0-	53				
Transit Systems, Highway Department, etc. Clerks, Janitors								3	-0-	11				
Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks								4	-0-	18				
Environmental Organizations, etc. Clerks, Research Aides								5	-0-	4				
Fire Departments, etc. Janitors, Maintenance								6	-0-	1				
Parks, Forest Service, etc. Clerks, Maintenance								7	-0-	85				
Youth Centers Senior Centers, etc. Aides, Janitors, Clerks								8	-0-	59				
Library, AFL-CIO, etc. Aides, Clerks, Janitors								10	-0-	45				
Employer Totals:								B. TOTAL		281				\$130,792.90

1. OCCUPATIONAL SUMMARY		2. PRIME SPONSOR		3. PUBLIC SERVICE AREA (Enter appropriate code in Col. B below)				4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Insert job titles & spaces under Employing Agency)		5. NUMBER OF JOBS *		WAGE RATE (E)	NO. OF MAN-MONTHS EMPLOYED (Estimated) (F)	TOTAL WAGES (G)
1. ORGAN NO.	2. PROJECT NO.	3. PRIME SPONSOR	4. PROJECT NO.	5. PS CODE (From Item 3 above)	6. PROFESSIONAL (C)	7. OTHER (D)	8. TOTAL (E+D)							
30-4-007-32		Office of the Governor Mannover Planning PO Box 163 Capitol Building Helena, Montana 59601												
HILL COUNTY COMMUNITY ACTION AGENCY, INC.														
Police Departments, Courts, etc. Clerks, Janitors														
Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks														
Transit Systems, Highway Department, etc. Clerks, Janitors														
Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks														
Environmental Organizations, etc. Clerks, Research Aides														
Fire Departments, etc. Janitors, Maintenance														
Parks, Forest Service, etc. Clerks, Maintenance														
Youth Centers Senior Centers, etc. Aides, Janitors, Clerks														
Library, AFL-CIO, etc. Aides, Clerks, Janitors														
Employer Totals:														
\$30,413.85														

OCCUPATIONAL SUMMARY		2. PRINT SPONSOR Office of the Governor Manpower Planning PO Box 160 Capitol Building Helena, Montana 59601		3. PUBLIC SERVICE DATA (Enter appropriate code in Col. 8 below)			
1. (GRANT) NO.	30-4-007-32			1 - Law Enforcement 2 - Education 3 - Public Works & Transportation 4 - Health and Human Resources 5 - Industries and Quality 6 - Fire Protection 7 - Police and Protection 8 - Social Services 9 - CETA Program Administration 10 - Other			
4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Insert job titles & spaces under Employing Agency)		PS CODE (From item 3 above)	PERCENT OF JOBS *		WAGE RATE (F)	NO. OF MAN MONTHS EMPLOYED (Estimated) (F)	TOTAL WAGES (F)
(A)	(B)	(C)	PROFESSIONAL (C)	OTHER (D)	(F)	(F)	(G)
MISSOULA-MINERAL HUMAN RESOURCES, INC.							
Police Departments, Courts, etc. Clerks, Janitors	1	-0-	3				
Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks	2	-0-	27				
Transit Systems, Highway Department, etc. Clerks, Janitors	3	-0-	5				
Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks	4	-0-	9				
Environmental Organizations, etc. Clerks, Research Aides	5	-0-	2				
Fire Departments, etc. Janitors, Maintenance	6	-0-	1				
Parks, Forest Service, etc. Clerks, Maintenance	7	-0-	44				
Youth Centers Senior Centers, etc. Aides, Janitors, Clerks	8	-0-	31				
Library, AFL-CIO, etc. Aides, Clerks, Janitors	10	-0-	23				
Employer Totals:			145				\$67,021.65
		8. TOTAL			XXXX		

1. OCCUPATIONAL SUMMARY		2. PRIME SPONSOR		3. PUBLIC SERVICE AREA (Enter appropriate code in Col. 8 below)		
1. GRANT NO.	30-4-007-32	Office of the Governor Manpower Planning PO Box 169 Capitol Building Helena, Montana 59601				
4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Indel job titles 2 spaces under Employing Agency)		PS CODE (From Item 3 above)	NUMBER OF JOBS *		WAGE RATE	TOTAL WAGES
(A)		(B)	PROFESSIONAL (C)	OTHER (D)	(E)	(F)
OPPORTUNITIES, INC.						
Police Departments, Courts, etc. Clerks, Janitors		1	-0-	4	\$2.00/hr.	
Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks		2	-0-	36	"	
Transit Systems, Highway Department, etc. Clerks, Janitors		3	-0-	7	"	
Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks		4	-0-	12	"	
Environmental Organizations, etc. Clerks, Research Aides		5	-0-	3	"	
Fire Departments, etc. Janitors, Maintenance		6	-0-	1	"	
Parks, Forest Service, etc. Clerks, Maintenance		7	-0-	57	"	
Youth Centers Senior Centers, etc. Aides, Janitors, Clerks		8	-0-	39	"	
Library, AFL-CIO, etc. Aides, Clerks, Janitors		10	-0-	30	"	
Employer Totals:				189		\$88,271.65
6. TOTAL					XXXX	

1. OCCUPATIONAL SUMMARY		2. PRIME SPONSOR		3. PUBLIC SERVICE AREA (Enter appropriate code in Col. 8 below)			
1. ORGAN NO.	30-4-007-32	Office of the Governor Manpower Planning PO Box 160 Capitol Building Helena, Montana 59601		1 - Law Enforcement 2 - Education 3 - Public Works & Transportation 4 - Health and Hospitals 5 - Environmental Quality	6 - Fire Protection 7 - Parks and Recreation 8 - Social Services 9 - CETA Program Administrative 10 - Other		
4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Indicate titles 2 spaces under Employing Agency)		PS CODE (From Item 3 above)	NUMBER OF JOBS *		WAGE RATE	NO. OF MONTHS EMPLOYED (Estimated)	TOTAL WAGES
(A)	(B)	(C)	PROFESSIONAL	OTHER	(E)	(F)	(G)
ROCKY MOUNTAIN DEVELOPMENT COUNCIL					\$2.00/hr.		
Police Departments, Courts, etc. Clerks, Janitors	1	-0-		1	"		
Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks	2	-0-		15	"		
Transit Systems, Highway Department, etc. Clerks, Janitors	3	-0-		3	"		
Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks	4	-0-		5	"		
Environmental Organizations, etc. Clerks, Research Aides	5	-0-		1	"		
Fire Departments, etc. Janitors, Maintenance	6	-0-		0	"		
Parks, Forest Service, etc. Clerks, Maintenance	7	-0-		24	"		
Youth Centers Senior Centers, etc. Aides, Janitors, Clerks	8	-0-		17	"		
Library, AFL-CIO, etc. Aides, Clerks, Janitors	10	-0-		13	"		
Employer Totals:				79			\$36,424.20
B. TOTAL					XXXX		

1. GRANT NO.		2. FUND SOURCE		3. PUBLIC SERVICE AREA (Enter appropriate code in Col. 8 below)		4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Indicate job title & space and/or Employing Agency)		5. PS CODE (From Item 3 above)		6. NUMBER OF JOBS *		7. WAGE RATE (E)		8. NO. OF MAN-MONTHS EMPLOYED (Estimated) (F)		9. TOTAL WAGES	
30-4-007-32		Office of the Governor Manpower Planning PO Box 169 Capitol Building Helena, Montana 59601															
		Assiniboine and Sioux Tribes of the Fort Pawnee Indian Reservation Bureau of Work Training Program															
		Police Departments, Courts, etc. Clerks, Janitors															
		Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks															
		Transit Systems, Highway Department, etc. Clerks, Janitors															
		Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks															
		Environmental Organizations, etc. Clerks, Research Aides															
		Fire Departments, etc. Janitors, Maintenance															
		Parks, Forest Service, etc. Clerks, Maintenance															
		Youth Centers Senior Centers, etc. Aides, Janitors, Clerks															
		Library, AFL-CIO, etc. Aides, Clerks, Janitors															
		Employer Totals:															

1. GRANT NO.	2. PRIME SPONSOR Office of the Governor Manpower Planning PO Box 160 Capitol Building Helena, Montana 59601	3. PUBLIC SERVICE AREA (Enter appropriate code in Col. 8 below)	4. OCCUPATIONAL TITLE BY EMPLOYING AGENCY (Indicate job title & agency)		PS CODE (From Item 3 above)		NUMBER OF JOBS		WAGE RATE (E)	NO. OF MAN-MONTHS EMPLOYED (Estimated) (F)	TOTAL WAGES (G)
			(A)	(B)	(C)	(D)	(E)	(F)			
30-4-007-32			STATE WIDE								
			Police Departments, Courts, etc. Clerks, Janitors	1	-0-	6			"		
			Schools, Day Care, Head Start, etc. Aides, Janitors, Clerks	2	-0-	64			"		
			Transit Systems, Highway Department, etc. Clerks, Janitors	3	-0-	12			"		
			Hospitals, Nursing Homes, etc. Aides, Orderlies, Clerks	4	-0-	21			"		
			Environmental Organizations, etc. Clerks, Research Aides	5	-0-	5			"		
			Fire Departments, etc. Janitors, Maintenance	6	-0-	2			"		
			Parks, Forest Service, etc. Clerks, Maintenance	7	-0-	102			"		
			Youth Centers Senior Centers, etc. Aides, Janitors, Clerks	8	-0-	71			"		
			Library, AFL-CIO, etc. Aides, Clerks, Janitors	10	-0-	54			"		
			Employer Totals:			277					\$ 156,457
			5. TOTAL						X X X X		

RECREATION/TRANSPORTATION SUPPORT PROGRAMS
SPECIAL ASSURANCES

E. Special Assurances Relating to Recreation and Transportation Support Programs

For Recreation Support Programs, an applicant will:

1. assure that recreation support activities are provided to low-income communities or areas to ensure that disadvantaged youth benefit from the program;
2. assure that general liability insurance (bodily injury type) protects the sponsor against claims arising from bodily injury or death to third parties, including youths participating in the recreation support program, occurring on its business premises or through its operations, except those arising from motor vehicles away from the premises, those covered by any Workmen's Compensation Law, and other exclusions stated in the policy. The required coverage for bodily injury shall be \$50,000 per person and \$100,000 per accident. In the case of those organizations which could raise the defense of sovereign immunity, the insurance policy shall provide that this defense will not be raised by the organization of the insurer;
3. assure that automobile liability insurance coverage of \$100,000 per person and \$300,000 per accident for bodily injury and \$5,000 per accident for property damage is provided and that automobile comprehensive and collision of at least \$100 deductible is provided;
4. assure that recreation support funds will be used in a supplementary capacity to existing recreation funds and that recreation support funds will not be used for consumable or non-consumable equipment or supplies costing over \$100.00 per item;
5. assure that funds available for recreation support activities are not used to pay allowances or wages to participants in the program.

For Transportation Support Programs, an applicant will:

1. assure that funds available for the transportation support program will be expended for transportation services and will not be used for purchasing transportation equipment such as trucks, buses, cars, or vans;
2. assure that general liability and automobile liability insurance has been obtained by the sponsor, as provided in assurances 2 and 3 of the Recreation Support Program;
3. assure that all transportation services under this program will be from sources properly licensed and insured to provide carriage of the public, and are operated in compliance with all applicable local, State, and/or Federal statutes covering public transportation.

Office of the Governor
(Legal Name of Applicant)

PO Box 162 Capitol Building
(Address)
Helena, Montana


(Signature of Authorized Officer)

David E. Fuller Executive Director
(Typed Name and Title of Authorized Officer)

6/27/74
(Date of Application)

GRANT SIGNATURE SHEET

SUMMER PROGRAM FOR ECONOMICALLY DISADVANTAGED YOUTH

20-4-007-32

MODIFICATION NUMBER

401

GRANTOR

U.S. Department of Labor
Manpower Administration
1751 Stout Street
Denver, Colorado 80202

GRANTEE

Office of the Governor
State of Montana
State Capitol
Helena, Montana 59601

This Grant is entered into by the United States of America, Department of Labor, Manpower Administration, hereinafter referred to as Grantor and (Name of Prime Sponsor) State of Montana hereinafter referred to as Grantee.

The Grantee agrees to operate a Summer Program for Economically Disadvantaged Youth in accordance with the provisions of this agreement, including the Program Narrative, the Project Operating Plan and such general and special assurances as are attached and included herein.

A. GRANT PERIOD

This Grant agreement covers the period (Date) from June 10, 1974 to October 1, 1974

B. OBLIGATION

This action ☒ increases ☐ decreases ☐ does not change the federal obligation for this grant by (action) \$ 726,172 to (new level) \$ 945,972

C. TITLE AND FISCAL YEAR

FISCAL YEAR	CETA	NOTA	COA	RECREATION	TRANSPORTATION	TOTAL
73		219,800				219,800
74	695,664			19,171	21,227	726,172
TOTAL	695,664	219,800		19,171	21,227	945,972

APPROVED FOR THE GRANTOR

APPROVED FOR THE GRANTEE

BY
U. E.
NAME AND TITLE
Contracting Officer

BY
NAME AND TITLE
David F. Fuller Executive Director

SIGNATURE
DATE
JUN 28 1974

SIGNATURE
DATE
6/27/74

MA 2-152A
Jun. 1974

